



**Minutes of the Town of Erin  
Committee of Adjustment Meeting**

**April 16, 2025  
6:00 PM  
Municipal Council Chamber**

<b>Present:</b>	Robert Fletcher	Chair
	Brad Bruce	Member
	Elizabeth Crighton	Member
	Wayne Parkinson	Member
<b>Absent:</b>	William Oughtred	Member
<b>Staff Present:</b>	Justin Grainger	Secretary-Treasurer
	Jasmine Malhi	Planning Technician

**1. Call to Order**

Chair Robert Fletcher called the hearing to order at the hour of 6:00 PM and announced that the hearing of Minor Variance application A02-25 has been called under the authority of section 45(1) of the *Planning Act*, R.S.O. 1990, Chapter P.13, as amended to seek relief from Zoning By-law 07-67.

**2. Approval of Agenda**

Moved By Member Crighton  
Seconded By Member Parkinson

**Be it resolved that the Committee hereby approve the agenda as circulated.**  
**Carried**

**3. Declaration of Pecuniary Interest**

None.

**4. Adoption of Minutes**

**4.1 December 17, 2024, Committee of Adjustment Meeting**

Moved By Member Parkinson  
Seconded By Member Crighton

**Be it resolved that the Committee hereby adopts the minutes as circulated for the meeting of December 17, 2024.**

**Carried**

**5. Requests for Withdrawal or Deferral of Application**

None.

**6. Notices**

The Secretary-Treasurer advised notice was given by mail on March 25th, 2025, to every owner of land within 60 meters (200 ft) of the subject property and to agencies requiring notice as prescribed under the *Planning Act*. Also, public notice was issued on the Town's website.

The Secretary-Treasurer advised applicable agencies were circulated including the conservation authorities, the County of Wellington, the Ministry of Municipal Affairs and Housing, school boards, Enbridge Gas and Town Staff.

**7. Applications**

## **7.1 A02-25 5673 Wellington Road 23**

THE PURPOSE AND EFFECT of the proposed Minor Variance is to seek relief from Section 5.1.2 of Zoning By-law 07-67 to permit:

- The construction of a one-storey municipal building (a well house containing a water treatment and pumping station) with a minimum rear yard setback of 6.0 m; whereas, the minimum rear yard setback of a main building cannot be less than 7.5 m on a lot area less than 10 ha in size.

Jasmine Malhi, Planning Technician, and Simon Glass of Ainley Group, agent for the Town-initiated application, addressed the Committee with respect to the application.

Moved By Member Parkinson  
Seconded By Member Crighton

**Be it resolved that the Town of Erin Committee of Adjustment hereby approves Minor Variance Application A02-25 as the application meets the Planning Act tests for a minor variance being:**

1. The requested variance is considered minor in nature;
2. The variance is appropriate for the development or use of the land, building or structure;
3. The general intent and purpose of the Zoning By-law is maintained; and
4. The general intent and purpose of the Official Plan is maintained.

**Carried**

## **8. Adjournment**

There being no further business to discuss, the Chair adjourned the hearing at the hour of 6:13 PM.

---

Chair Robert Fletcher

---

Secretary-Treasurer Justin Grainger