A stack of papers is placed on a dark wooden desk. A red curtain is visible in the background, partially obscuring a window. The scene is lit with soft, natural light.

**West Newfoundland  
Regional Appeal Board  
Annual Report  
2011-12**

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## CHAIRPERSON'S MESSAGE

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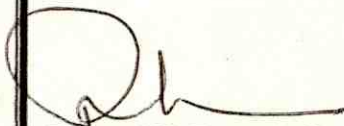
In accordance with Government's commitment to accountability, I am pleased to submit the West Newfoundland Regional Appeal Board's 2011-12 annual performance report under the *Transparency and Accountability Act*. The report covers the period from April 1, 2011 – March 31, 2012.

The mandate of the West Newfoundland Regional Appeal Board is to hear appeals brought forward by individuals dissatisfied with a municipality's or another authority's decision regarding land use and development, as defined in section 42(1) of the *Urban and Rural Planning Act, 2000*. The Board also hears appeals resulting from an order issued under section 404 of the *Municipalities Act, 1999*. The Board's actions contributed to one of Government's strategic direction outcomes, *strengthened local government*, as articulated in the Department of Municipal Affairs' 2011-2014 Strategic Plan.

The West Newfoundland Regional Appeal Board has the authority to hear appeals in the western region of the province, as delineated in the *Regional Appeal Boards Establishment Order*. During 2011-12 members of the Board were: Tammy Eveleigh, Chair (Acting), Richard McDonnell and Geraldine Wheeler. In winter 2012, Geraldine Wheeler resigned from the Board; the Board thanks Ms. Wheeler for her 3 ½ years of service.

This report documents the Board's performance in the first year of its 2011-14 Activity Plan. The members of the West Newfoundland Regional Appeal Board are accountable for the results reported. We look forward to carrying out our mandate and Activity Plan in the coming year.

Respectfully submitted,



Richard McDonnell, Chair  
West Newfoundland Regional Appeal Board

# 1.0 BOARD OVERVIEW

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Regional Appeal Boards are established under the *Urban and Rural Planning Act, 2000*, and board members are appointed by the Minister of Municipal Affairs. They hear appeals related to land use and development, primarily issues arising from decisions of municipalities. Issues which may be appealed to the West Newfoundland Regional Appeal Board include decisions made by a municipal council or a Provincial government authority related to:

- a decision made under Development Regulations;
- a decision to issue an Order under Section 102 of the *Urban and Rural Planning Act, 2000*;
- a decision to issue an Order under Section 404 of the *Municipalities Act, 1999*;
- a decision to refuse to issue a permit under Section 194 of the *Municipalities Act, 1999*;
- a decision made under Interim Development Regulations;
- a decision under a Protected Area Plan, Protected Road Zoning Regulations, or Highway Sign Regulations;
- a decision made under Occupancy and Maintenance Regulations; and
- decisions made under any other Act or regulations where specifically designated.

Appeals may be made by an individual, a business, or an association of persons.

Regional Appeal Boards consider and determine an appeal in accordance with all relevant legislation, including municipal by-laws. Section 42 of the *Urban and Rural Planning Act, 2000* outlines procedures with respect to appeals. The Board can confirm, reverse or vary a municipal council's or other authority's decision and may impose conditions. The Board may direct the municipal council or the relevant authority to carry out its decision.

The West Newfoundland Regional Appeal Board does not hear appeals arising from decisions of the Corner Brook city council, as the City of Corner Brook has established its own local board of appeal. Currently, in the absence of a separate appeal board for Labrador, the West Newfoundland Regional Appeal Board hears appeals pertaining to Labrador.

The West Newfoundland Regional Appeal Board consists of five members, including the chairperson. A quorum consists of a chairperson and two members.

The West Newfoundland Regional Appeal Board does not have an office or staff, nor does it manage its own financial statements. Administrative and technical support is provided by the Department of Municipal Affairs. Board members are paid honoraria plus related travel expenses from the budget of the Department of Municipal Affairs.

## 2.0 MANDATE

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The West Newfoundland Regional Appeal Board is mandated by section 42(1) of the *Urban and Rural Planning Act, 2000* to hear appeals related to:

- (a) an application to undertake a development;
- (b) a revocation of an approval or a permit to undertake a development;
- (c) the issuance of a stop work order; and
- (d) a decision permitted under the *Urban and Rural Planning Act, 2000* or another Act to be appealed to the board.

The Board's geographic area of jurisdiction is prescribed in section 2(c) of the *Regional Appeal Boards Establishment Order*, under the authority of section 40 of the *Urban and Rural Planning Act, 2000*:

...Western Newfoundland and more particularly described as all that area of the Island of Newfoundland situated west of a line drawn from Hampton to Rose Blanche and including both of those communities.

To view the Establishment Order in its entirety, please see Appendix A (*Regional Appeal Boards Establishment Order*).

The *Urban and Rural Planning Act, 2000* may be accessed through the House of Assembly website at [www.assembly.nl.ca/legislation](http://www.assembly.nl.ca/legislation).

## 3.0 PRIMARY CLIENTS

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The West Newfoundland Regional Appeal Board's primary clients are the following groups within the Western Region:

- residents who feel aggrieved by a council's or another authority's decision related to land use or development
- businesses who feel aggrieved by a council's or another authority's decision related to land use or development
- municipal councils
- Provincial Government departments.

## 4.0 VISION

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The vision of the West Newfoundland Regional Appeal Board is:

***The public, municipalities and other authorities have access to an effective process to hear appeals of decisions filed with the Board.***

## 5.0 MISSION

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The Board has decided not to develop a separate mission statement, as the mission of the West Newfoundland Regional Appeal Board is described in the Board's mandate.

## 6.0 ACTIVITIES

**Issue:** **Land Use and Development Appeals**

The Department of Municipal Affairs supports strengthened local government. The West Newfoundland Regional Appeal Board contributes to this strategic direction outcome through the timely adjudication of appeals related to land use and development, and the provision of feedback to municipal councils. The Board's adjudication of appeals enables municipal councils and other government authorities to gain a better understanding of the application of land use and development legislation, and a more complete understanding of the appeal process.

The West Newfoundland Regional Appeal Board has a single focused mandate. Consequently, in its 2011-14 Activity Plan, the Board decided not to develop 3-year goals but to develop a single annual objective, with accompanying measures and indicators, to be reported on in each of the three years of its Activity Plan. The Board has met its objective in 2011-12, as detailed below.

**Objective:** By March 31, 2012, the West Newfoundland Regional Appeal Board will have heard appeals and have rendered decisions in a timely fashion.

**Measure 1:** Heard appeals

Indicators	Progress and Accomplishments
Number of appeals heard	8
	Six of these appeals were from the western region of the island of Newfoundland, and two appeals were from Labrador.
Number of appeal hearing days	7

**Measure 2:** Rendered decisions in a timely fashion

Indicators	Progress and Accomplishments
Number of written decisions rendered within 21 days from date of hearing	8
	All of the Board's decisions were rendered in writing within 21 days of the date of hearing.

## 7.0 OPPORTUNITIES AND CHALLENGES AHEAD

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The Opportunity for the Board is to make a positive contribution to municipal governance through hearing of appeals and rendering decisions in compliance with relevant legislation.

The Challenge is to address the outstanding appeals which accumulated in 2011-12. The Board also intends to continue to maintain the Board's high standards of rendering decisions in a timely fashion.

## 8.0 FINANCIAL STATEMENTS

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The West Newfoundland Regional Appeal Board is not required to provide audited financial statements. The Board does not manage its own funds or financial statements. Board members are paid honoraria plus related travel expenses from the budget of the Department of Municipal Affairs. Following is a summary of the Board's 2011-12 expenditures:

Expenditure Item	Expenditure Amount
Honoraria	\$ 1,450
Travel	\$ 333
<b>TOTAL</b>	<b>\$ 1,783</b>



# **APPENDIX A: LEGISLATED MANDATE**

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**Important Information**

(Includes disclaimer and copyright information and details about the availability of printed and electronic versions of the Statutes.)

**CONSOLIDATED NEWFOUNDLAND AND LABRADOR REGULATION 997/96**

*Regional Appeal Boards Establishment Order*  
under the  
*Urban and Rural Planning Act*  
(O.C. 96-174)

Under the authority of section 7 of the *Urban and Rural Planning Act* and the *Subordinate Legislation Revision and Consolidation Act*, the Lieutenant-Governor in Council makes the following Order.

**ORDER**

*Analysis*

**Short title**

1. This Order may be cited as the *Regional Appeal Boards Establishment Order*.

921/78 s1

**Regional Appeal Boards**

2. The following Regional Appeal Boards are established to hear, decide and issue orders respecting appeals within their respective areas of jurisdiction in all cases where, under the *Urban and Rural Planning Act* or regulations, an appeal board is required to do so:

(a) Eastern Newfoundland Regional Appeal Board, having jurisdiction over the Avalon Peninsula, the Burin Peninsula, the Bonavista Peninsula and the Isthmus of Avalon and more particularly described as all that area of the Island of Newfoundland situated east of a line drawn from Port Blandford to Terrenceville and including both of those communities;

(b) Central Newfoundland Regional Appeal Board, having jurisdiction over Central Newfoundland and more particularly described as all that area of the Island of Newfoundland situated east of a line drawn from Hampton to Rose Blanche excluding both of those communities and west of a line drawn from Port Blandford to Terrenceville and excluding both of those communities;

(c) West Newfoundland Regional Appeal Board, having jurisdiction over Western Newfoundland and more particularly described as all that area of the Island of Newfoundland situated west of a line drawn from Hampton to Rose Blanche and including both of those communities; and

(d) Labrador Regional Appeal Board having jurisdiction over Labrador.

921/78 s2; 140/79 s1

**Repeal**

3. The **Regional Appeal Boards (Establishment) Order, 1973, Newfoundland Regulation 921/78, is repealed.**

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