



**Central Newfoundland  
Regional Appeal Board  
Annual Report  
2008-09**

# TABLE OF CONTENTS

---

CHAIRPERSON'S MESSAGE .....	1
1.0 BOARD OVERVIEW .....	2
2.0 MANDATE .....	3
3.0 VALUES .....	3
4.0 PRIMARY CLIENTS.....	4
5.0 VISION.....	4
6.0 MISSION .....	4
7.0 ACTIVITIES.....	5
8.0 OPPORTUNITIES AND CHALLENGES AHEAD .....	6
9.0 FINANCIAL STATEMENTS .....	6

# CHAIRPERSON'S MESSAGE

---

In accordance with Government's commitment to accountability, I am pleased to submit the Central Newfoundland Regional Appeal Board's 2008-09 annual performance report under the *Transparency and Accountability Act*.

The mandate of the Central Newfoundland Regional Appeal Board is to hear appeals brought forward by individuals dissatisfied with a municipality's or another authority's decision when a development application is refused, or a condition(s) are added to an approval permit. The Board also hears appeals resulting from an order issued under the *Urban & Rural Planning Act, 2000* or under Section 404 of the *Municipalities Act, 1999*. Section 42 of the *Urban and Rural Planning Act, 2000* outlines procedures with respect to appeals.

The Board's actions contributed to one of Government's strategic directions: *strengthened municipal capacity*, as articulated in the Department of Municipal Affairs' 2008-2011 Strategic Plan.

The Central Newfoundland Regional Appeal Board consists of: Douglas Simms (Chairperson), Pleaman Menchenton, Gerald Kean, Isabelle Winsor, and William O'Reilly. A quorum consists of a chairperson and two members. Coordination and technical support is provided by Municipal Affairs.

This report documents the Board's performance in the first year of its 2008-11 Activity Plan. The members of the Central Newfoundland Regional Appeal Board are accountable for the results reported. The Board looks forward to continuing to work towards the objective in its Activity Plan in the coming year.

Respectfully submitted,



Douglas Simms, Chair  
Central Newfoundland Regional Appeal Board

# 1.0 BOARD OVERVIEW

---

Regional Appeal Boards are established under the *Urban and Rural Planning Act, 2000* to hear appeals arising from:

- a decision made under a town's 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* and similar sections of the *City of St. John's Act*, *City of Mount Pearl Act* and the *City of Corner Brook Act*;
- 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 Local Area Plan, Protected Area Plan, Protected Road Zoning Regulations, and Highway Sign Regulations;
- a decision made under a town's Occupancy and Maintenance Regulations; and
- decisions made under any other Act or Regulations where specifically designated.

Regional Appeal Boards consider and determine an appeal in accordance with legislation and Section 42 of the *Urban and Rural Planning Act, 2000*. 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 Central Newfoundland Regional Appeal Board consists of the following members: Douglas Simms (Chairperson), Pleaman Menchenton, Gerald Kean, Isabelle Winsor, and William O'Reilly. A quorum consists of a chairperson and two members. Coordination and technical support is provided by Municipal Affairs.

## 2.0 MANDATE

---

The mandate of the Central Newfoundland Regional Appeal Board is to hear appeals by an aggrieved person or an association of persons relating to an authority's decision to refuse a permit; add conditions to a permit; issue an order; or issue a permit. The Board also hears appeals resulting from an order issued under Section 404 of the *Municipalities Act, 1999*. Section 42 of the *Urban and Rural Planning Act, 2000* outlines procedures with respect to appeals.

## 3.0 VALUES

---

The Board has identified core values and strategic action statements. The core values explain the characteristics of the Board that we want to promote. The strategic action statements ensure our core values are visible by identifying specific actions we want to observe. The Board's commitment to these values will continue for the next three years, as articulated in the Board's 2008-11 Activity Plan.

<b>CORE VALUES</b>	<b>STRATEGIC ACTION STATEMENTS</b>
Respect	Each individual will be considerate when interacting with others.
Recognition	Each individual appropriately acknowledges the contribution of others.
Teamwork	Each individual pursues opportunities for working with others to achieve a common goal.
Pursuit of Excellence	Each individual takes responsibility for optimizing their performance.

## 4.0 PRIMARY CLIENTS

---

The Central Newfoundland Regional Appeal Board's primary clients are residents of the Central Region who feel aggrieved by a council's or another authority's decision as outlined in the Board Overview section above. The Central Newfoundland Regional Appeal Board has jurisdiction over Central Newfoundland, and more particularly described as all that area of the Island of Newfoundland situated east of a line drawn from Hampden 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.

## 5.0 VISION

---

The Central Newfoundland Regional Appeal Board has adopted the Department of Municipal Affairs' vision of communities with viable, sustainable municipal services led by strong local governments through confirming valid decisions of the authority and adjudicating local governments' decisions when required.

## 6.0 MISSION

---

The mission of the Central Newfoundland Regional Appeal Board is described in our Mandate and Objective. Details of the Objective are contained in the Activities section below.

## 7.0 ACTIVITIES

### Issue 1: Appeal Board Hearings

The Department of Municipal Affairs supports strengthening municipal capacity. The Central Newfoundland Regional Appeal Board contributes to this strategic direction through adjudication of appeals and providing timely decisions to persons making the appeal, and municipal councils or other government authorities involved. The Central Newfoundland Regional Appeal Board has a single focused mandate. Consequently, the Board has set as their priority focus the timely hearing of appeals from aggrieved persons or an association of persons. The Board has decided not to develop 3-year goals but to develop a single annual objective, with accompanying measures and indicators, which will be reported on in each of the three years of its Activity Plan.

**Objective 1:** By March 31, 2009, the Central Newfoundland Regional Appeal Board will hear appeals from aggrieved persons or an association of persons and have rendered decisions in a timely fashion.

#### Measure 1: Hearing of Appeals

Indicators	Progress and Accomplishments
Number of appeals heard	2
	As of March 31, 2009 there were no outstanding appeals waiting to be heard.
Number of appeal hearing days	2

#### Measure 2: Rendering of Decisions in a Timely Fashion

Indicators	Progress and Accomplishments
Number of written decisions within 21 days from date of hearing	1
	The processing and finalization of one appeal was delayed due to a number of factors, including mailing delays. The Board will take further measures towards ensuring that all decisions are finalized and released within 21 days in fiscal year 2009-10.

## 8.0 OPPORTUNITIES AND CHALLENGES AHEAD

---

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 render decisions in a timely fashion, which the Board will focus on in the coming year, as per the commitment in its 2008-11 Activity Plan.

## 9.0 FINANCIAL STATEMENTS

---

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

Expenditure Item	Expenditure Amount
Honoraria	\$1,045
Travel	\$1,072
<b>TOTAL</b>	<b>\$2,117</b>