



**West Newfoundland  
Regional Appeal Board  
2011-14  
Activity Plan**

## Message from the Chairperson

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In accordance with Government's commitment to accountability, I have the honour to submit the West Newfoundland Regional Appeal Board's Activity Plan for the period April 1, 2011- March 31, 2014.

The mandate of the Board is to hear appeals related to 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*. Section 42 of the *Urban and Rural Planning Act, 2000* outlines procedures with respect to appeals.

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*.

For purposes of the *Transparency and Accountability Act* and the *Urban and Rural Planning Act, 2000*, the Board is accountable to the Minister of Municipal Affairs. The West Newfoundland Regional Appeal Board is a category 3 government entity under the province's *Transparency and Accountability Act*, and as such is required to prepare an Activity Plan every three years. In preparing its plan, the Board has taken into consideration the strategic directions of Government, as communicated by the Minister of Municipal Affairs. Through the timely adjudication of appeals and the provision of feedback to municipal councils, the Board will make a contribution to the Department of Municipal Affairs' strategic direction of *strengthened local government*.

The members of the West Newfoundland Regional Appeal Board are fully accountable for the preparation of this plan and the achievement of its objectives. We look forward to carrying out our duties in the coming years.



Tammy Eveleigh  
Chair (Acting)  
West Newfoundland Regional Appeal Board

# Table of Contents

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- 1. Overview ..... 3
- 2. Mandate ..... 5
- 3. Values ..... 6
- 4. Primary Clients ..... 6
- 5. Vision ..... 7
- 6. Mission ..... 7
- 7. Issues..... 8
- Appendix A: Legislated Mandate..... 9
- Appendix B: Strategic Directions..... 11

## 1.0 Overview

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Regional Appeal Boards are established under the *Urban and Rural Planning Act, 2000*. 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 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*;
- 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 town's Occupancy and Maintenance Regulations;
- decisions made under any other Act or regulations where specifically designated.

Appeals may be made by an individual 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 another 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 Corner Brook appeals, as the City of Corner Brook has established its own local board of appeal.

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

	Name	Community of Residence
1	Tammy Eveleigh, Chairperson (Acting)	Humber Village
2	Geraldine Wheeler	Summerside
3	Richard McDonnell	St. George's
4	VACANT	
5	VACANT	

The West Newfoundland Regional Appeal Board does not have an office or staff, nor does it manage its own funds or financial statements. Administrative and technical support is provided by the Department of Municipal Affairs. 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 for fiscal year 2010-11:

Expenditure Item	Expenditure Amount
Honoraria	\$3,360
Travel	\$824
<b>TOTAL</b>	<b>\$4,184</b>

## 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, 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.

Currently, in the absence of a separate appeal board for Labrador, the West Newfoundland Regional Appeal Board also hears appeals pertaining to Labrador.

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 Values

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The core values explain the guiding framework for Board members. These values are demonstrated in decision-making and through interactions with each other and through interactions with clients and stakeholders. The value action statements ensure the core values are visible by identifying specific actions the Board will observe during the period of this Activity Plan.

#### **Core Values**

#### **Value Action Statements**

<b>Respect:</b>	Members will be considerate when interacting with others.
<b>Recognition:</b>	Members will appropriately acknowledge the contributions of others.
<b>Teamwork:</b>	Members pursue opportunities for working with others to achieve a common goal.
<b>Pursuit of Excellence:</b>	Members take responsibility for optimizing their performance.

### 4.0 Primary Clients

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

## **5.0 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.*

## **6.0 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.

## 7.0 Issues

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

The Department of Municipal Affairs supports strengthened local government. The Board will make a contribution to this strategic direction 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, 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 that will be reported on in each of the three years of this Activity Plan.

**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:**

- number of appeals heard
- number of appeal hearing days

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

**Indicators:**

- number of written decisions rendered within 21 days from date of hearing

The above objective, measures and indicators will also be undertaken and reported on in subsequent years of this Activity Plan.

## **Appendix A: Legislated Mandate**

**This is not the official version.**

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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.

## **Appendix B: Strategic Directions**

## **Strategic Directions**

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Strategic directions are the articulation of desired physical, social or economic outcomes and normally require action by more than one government entity. These directions are generally communicated by Government through platform documents, Throne and Budget Speeches, policy documents, and other communiqués. The *Transparency and Accountability Act* requires departments and public bodies to take into account these strategic directions in the preparation of their performance-based plans. This action will facilitate the integration of planning practices across Government and will ensure all entities are moving forward on key commitments.

The West Newfoundland Regional Appeal Board falls under the responsibility of the Minister of Municipal Affairs, and as such must take into consideration the strategic directions as communicated to the Board from that Minister. Each strategic direction consists of a number of components, or focus areas. The West Newfoundland Regional Appeal Board must take these directions and their relevant component areas into consideration in the development of their plan. While none of the specific component areas apply to the Board, the Board has determined that its work will contribute to the following strategic direction:

**Title: LOCAL GOVERNMENT SUSTAINABILITY**

**Outcome: Strengthened local government**

The above strategic direction and outcome statement represent only a portion of the strategic directions and outcome statements applicable to the Minister of Municipal Affairs. The full description can be found in the Appendix of the Department of Municipal Affairs Strategic Plan for 2011-14.