

West Newfoundland Regional Appeal Board

Annual Report
2020-21

Message from the Chair

I am pleased to submit the West Newfoundland Regional Appeal Board Annual Report for the reporting period April 1, 2020 to March 31, 2021. This report was prepared in accordance with the **Transparency and Accountability Act** requirements for category three entities. The members of the Board are accountable for the actual results as reported herein.

Pursuant to the Regional **Appeal Boards Establishment Order**, the West Newfoundland Regional Appeal Board has the authority to hear appeals in the western region of the Island portion of the province. The board's mandate pursuant to subsection 42(1) of the **Urban and Rural Planning Act, 2000**, is to hear appeals brought forward by individual(s) aggrieved by a municipality or another provincial authority's decision regarding land use and development. The Board also hears appeals resulting from orders issued under section 404 of the **Municipalities Act, 1999**, as well as section 240 of the **City of Corner Brook Act**.

Lloyd Walters
Lloyd Walters
Chairperson

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Overview

Due to Government of Newfoundland and Labrador departmental restructuring in April 2021, the West Newfoundland Regional Appeal Board now falls under the mandate of the Department of Municipal and Provincial Affairs (MAPA). However, the activities and outcomes of this Annual Report were completed under the previous iterations of the Departments of Municipal Affairs and Environment, and Environment, Climate Change and Municipalities.

The West Newfoundland Regional Appeal Board (the Board) is established by the **Urban and Rural Planning Act, 2000**. The Minister responsible for municipalities appoints its Board members. The Board hears appeals related to land use and development issues that arise from decisions made by municipalities or a provincial government authority. Issues which may be appealed to the Board include:

- a decision made under **Municipal Plans and Development Regulations**;
- a decision made under **Interim 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 Corner Brook Act**;
- a decision to refuse to issue a permit under section 194 of the **Municipalities Act, 1999**;
- 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, including Municipal Plans and Development Regulations, where specifically designated.

Appeals may be made by a person or an association of persons.

The Board considers and determines appeals 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

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authority’s decision and may impose conditions. Further, the Board may direct a municipal council or relevant authority to carry out its decision.

The Board consists of three to five members, including the chairperson. A quorum consists of a chairperson and two members. In the absence of the chairperson, another member of the Board may act in the chairperson's capacity. The Board composition as of March 31, 2021 was as follows:

Name	Community of Residence
Lloyd Walters - Chair	Corner Brook
Derrick House	Stephenville
Boyd Noel	St. Anthony
Helen Reid	Reidville
Leona Gillette	Steady Brook

The Board does not have an office location or staff, nor does it manage its own finances. MAPA provides administrative and technical support. Board members are paid honoraria as well as related travel expenses from the MAPA budget.

The following is a summary of the 2020-21 expenditures related to the West Newfoundland Regional Appeal Board’s honoraria and travel expenses:

Expenditure Name	Expenditure Amount
Honoraria	\$1,905.00
Travel Cost	\$2,342.22
Total	\$4,247.22

Mandate

The West Newfoundland Regional Appeal Board is mandated by subsection 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.

The Board's geographic area of jurisdiction is prescribed in subsection 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.”

The **Regional Appeal Boards Establishment Order** and the **Urban and Rural Planning Act, 2000**, are accessible through the House of Assembly website at www.assembly.nl.ca/legislation.

Vision

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.

Report on Performance

Issue: Land Use and Development Appeals

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 Board has developed a single annual objective and associated indicators to report in each of the three years of its current [activity plan](#) (2020-23).

Objective

By March 31, 2021, the West Newfoundland Regional Appeal Board will have heard appeals and have rendered decisions in a timely fashion.

2020-21 Indicator	Actual Result
Number of appeals heard	7 appeals were heard in 2020-21
Number of appeal hearing days	Appeals were heard over a period of 4 days
Number of written decisions rendered within 21 days from date of hearing	7 written decisions rendered within 21 days

The Board met its objective of hearing appeals and rendering decisions as per its mandate.

Opportunities and Challenges

The opportunity for the Board is to make a positive contribution to land use planning through the hearing of appeals and rendering decisions in compliance with applicable legislation.

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Municipalities can strengthen their future decision-making through referencing decisions rendered by the Board.

The major challenge for the Board is to hear appeals and render decisions in a timely and efficient manner while at the same time working to modernize processes, participate in training opportunities, and adhere to administrative law principles and best practices for quasi-judicial tribunals. Based on the experience of hearing appeals during the COVID-19 pandemic, the Board would like to review current processes and determine if there are any opportunities for change that may lead to a more efficient and effective process.

The COVID-19 pandemic continued to present a challenge for in-person appeal opportunities and required flexible scheduling and the use of virtual meeting technology.