



---

DATE: March 19, 2020

TO: Depot Network

RE: **Metro Depot Meetings Cancelled**

---

In response to the COVID-19 pandemic, the **Metro Depot Meetings** that were scheduled for **April 6, 2020** in Edmonton and **April 7, 2020** in Calgary, will be **postponed** until further notice.

Thank you to those Depots that submitted applications for the Metro Depot Siting Criteria and/or Pilot Project. In the coming weeks, we will post information about the “public” submissions that we received as well as next steps in the process.

The BCMB is **reopening submissions** for Metro Pilot Project proposals from **permit holders**. **The criteria for consideration by the Industry Leadership Committee are that it is within your 3 km area and/or closer to your permitted location than any other AND has the prospect of using innovation to improve service to the public.** To complete a submission for your Metro Depot, please review the guidelines and process indicated below. The deadline for submissions is September 30, 2020.

**Effective immediately, the moratorium on Applications for Relocation is lifted, with exceptions.** Those Metro Pilot Project Applications submitted during the initial phase will be given priority over any future applications to relocate in those areas covered by the proposed Metro Pilot Project until a final decision is made on the acceptance or rejection of the proposal.

Questions about this process or notice should be directed to Stara Morning at [smorning@bcmb.ab.ca](mailto:smorning@bcmb.ab.ca)





#### **SUBMISSION GUIDELINES:**

- Deadline for Submissions:
  - September 30, 2020
- Please Email All Submissions To:
  - Brent Campbell at [bcampbell@bcmb.ab.ca](mailto:bcampbell@bcmb.ab.ca)

AND

  - Stara Morning at [smorning@bcmb.ab.ca](mailto:smorning@bcmb.ab.ca)
- Format for Submission:
  - Submissions must include the following as one PDF Package:
    1. Metro Depot Submission Form (attached to this notice)  
  
(you may type into the PDF form OR print the form, fill it out and scan it back in to your computer)
    2. Metro Depot Submission

#### **PROCESS FOLLOWING SUBMISSIONS:**

- The BCMB will review all submissions made by Metro Depots for completeness
- The submissions will be processed in the order they were received
- The ILC will review the submission for merit



# METRO DEPOT SUBMISSION FORM



Due: September 30, 2020

Please Email Submissions to: [bcampbell@bcmb.ab.ca](mailto:bcampbell@bcmb.ab.ca) and [smorning@bcmb.ab.ca](mailto:smorning@bcmb.ab.ca)

|   |  |
|---|--|
| <b>DEPOT NAME:</b>  |  |
| <b>NAME(S) OF SUBMITTER(S):</b>   |  |
| <b>DATE OF SUBMISSION:</b>  |  |
| <b>PRIVATE OR PUBLIC SUBMISSION:</b><br><br><i>Private If: the Depot considers this submission to be an individual pilot project for the Depot.</i><br><i>Public If: the Depot is willing to make the submission available to other Depots and stakeholders for review and consideration.</i> |  |
| <b>PHONE NUMBER OF SUBMITTER(S):</b>  |  |
| <b>EMAIL OF SUBMITTER(S):</b>   |  |