



DATE: December 4, 2020

TO: Depot Network

RE: **Depot By-law Amendments – Depot Relocations
Effective Immediately**

Attention Depot Permit Holders:

At the November 25, 2020 Board Meeting, the Beverage Container Management Board (BCMB) Board of Directors approved amendments to Section 6 of the Depot By-law (By-law) relating to the relocation of existing Depots. The amendments included, but were not limited to the following:

- 6.3. The BCMB may, in its sole discretion, allow the Permit Holder to apply for relocation if the BCMB is satisfied:
 - 6.3.1. There are special circumstances warranting such an application;
 - 6.3.2. The proposed Depot location satisfies the proximity requirements contained in Article 3 of this By-law;
 - 6.3.3. The Permit granted for the existing location was not the result of a recent RFA process and the Depot is not within its first five years of operation at that location;
 - 6.3.4. The proposed location is not within an area which is the subject of an RFA or an area that the BCMB has deemed a future growth RFA area; and
 - 6.3.5. The proposed location is not outside of the municipal boundary within which the Permit was granted by the BCMB.

For more details, please review the Depot By-law at www.bcmb.ab.ca

Please note that these By-law changes are effective immediately. In addition, any Permit Holder wanting to apply for a change of their permitted location must provide written notice by completing a Depot Relocation Application (Application), which includes a robust explanation on the reasons for the proposed relocation.

All Applications must be submitted via email. Once an Application is received, the BCMB will conduct a preliminary review to ensure the Application is complete. Confirmation of a complete application will be provided to the applicant within 10 business days of receipt of the Application by the BCMB. **Please**



note, an email confirming the Application is complete is NOT an approval of the Application. All incomplete Applications will be rejected and returned to the Applicant.

Please carefully review the Depot Relocation Application for all necessary criteria, fees, and BCMB processes and timelines. More information can be found [here](#).

Should you have any questions, please direct them to Brent Campbell, Director, Operational Strategy and Projects at bcampbell@bcmb.ab.ca.

