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DATE: November 25, 2021

TO: Depot Network

RE: **Depot Mapping Project and Depot Relocation Freeze**

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**Attention Depot Permit Holders:**

On March 2, 2021, the BCMB informed depot permit holders that the Board of Directors provided approval for management to proceed with the Depot Mapping Project where population and service area data would be analyzed to make recommendation on potential improvements to BCMB processes and criteria to assist in siting depots going forward. At that same time, to ensure new depots are sited effectively and not in conflict with outcomes resulting from this project, the Board approved a moratorium on Requests for Applications (RFAs) for new depots until this project is complete, and outcomes considered by the Board. More information on this project and moratorium on new depot RFAs can be found in the March 2, 2021, depot notice found [here](#).

The moratorium on new depot RFAs did not impact the relocation of existing depots. We know that relocation applications are tied to the overall siting and placement of depots, and therefore BCMB management requested that the BCMB Board of Directors consider placing a temporary moratorium on relocations.

At the November 24, 2021, Board meeting, the Board of Directors approved a moratorium on the relocation of existing depots until which time this Depot Mapping Project is complete, and outcomes have been considered by the Board. At minimum, this moratorium is anticipated to be in place until the end of 2022 while the project work is completed. Robust consultation will be required, and that process may increase this timeframe.

During this period where relocation applications are paused, BCMB management acknowledges that there may be situations that arise where a relocation is required due to extraordinary circumstances. These would be situations where, if an application for relocation is not considered immediately, the depot would ultimately close to public (i.e. building burnt down, natural disasters) and are not the result of inefficient depot operations or a desire to grow the business. The Board has adopted a temporary process during this moratorium on depot relocations, where, should a situation occur that falls into this category, BCMB management will have the opportunity to bring forward that relocation request, in the form of a recommendation, to the Board for consideration.

Should you have any questions, please direct them to Brent Campbell, Director, Operations at [bcampbell@bcmb.ab.ca](mailto:bcampbell@bcmb.ab.ca).