



Prepared for Development & Building
Approvals, City Of Calgary

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EXECUTIVE SUMMARY

- The purpose of this study is to assess issues and trends affecting the provision of beverage container recycling facilities in Calgary, and to identify potential changes in land use regulation or operating practices that would improve the accessibility to container recycling services for Calgarians.
- The Beverage Container Management Board (BCMB) is a not-for-profit association formed by representatives of Alberta beverage manufacturers, container depots and the public and is charged with the responsibility of administering and delivering a system for collecting and recycling and/or reusing beverage containers in the province.
- The BCMB operates one of the more effective beverage container recycling systems in North America, in terms of both recovery/recycling rates and the range of beverage containers captured by the system. The BCMB's 2012 annual survey found that 98% of Alberta households surveyed are recycling their beverage containers while 91% return them to a depot for a refund. 98% of Alberta households are recycling their beverage containers while 91% return them to a depot for a refund. Overall, the BCMB recovers and returns deposits on approximately 82% of all deposit containers in the Province.
- There are 23 existing beverage container recycling depots currently operating in Calgary – 22 within the city itself and one depot located on the Tsuu T'ina reserve. As part of this study, 14 facilities were surveyed with respect to site, location and building characteristics. Sites were selected to reflect the diversity of facilities in Calgary, in terms of age, quadrant, land use designation and neighbourhood setting. This analysis included both older “legacy” depots and newer depots constructed under the BCMB's current, more rigorous design and development standards.

Issues Identified

- Convenient access to beverage container recycling facilities provides several distinct benefits: by enhancing the overall reuse and recycling rate for container materials, reducing the amount of waste sent to Calgary landfills; and by providing consumers with reasonable opportunities to recover the deposits they are legally required to pay on all beverage containers at the time of purchase.
- The rate of beverage container recovery and recycling by the BCMB system, and corresponding rates of consumer deposit refunds, are significantly lower in Calgary than the average for Alberta. This is likely in large measure to an existing shortfall in both the number and distribution of depots in the city, particularly in expanding suburban growth areas.

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- Based on the current BCMB population standard of 1 depot per 40,000 residents, Calgary's current population of 1,149,552 would warrant a total of 29 depots. Currently, there are 23 depots serving city residents, a shortfall of six depots. Calgary's current growth rate of roughly 25,000 to 30,000 new residents each year would typically generate an additional demand for an additional depot every two years or less.
- A “proximity to service analysis” was done to determine the number of households and residents located within 3 KM of an existing container depot. Of the city's total population, roughly 102,000 households and 280,000 residents live further than 3 KM from any existing depot. In other words, roughly 24% of today's residents could be considered under-served relative to convenient access to container recycling and refund facilities. Areas with relatively poor access tend to be the outlying developing communities and the western side of the city.
- Beverage containers are also recovered through The City’s recycling programs. The material recovery facility that sorts The City’s recyclables is designed to separate materials by material type. The majority of deposit containers are then recovered by hand after it is sorted into the material types. The containers are then returned through the BCMB system and consumer deposits are recovered by The City. The exception to this process is glass material which is mechanically sorted utilizing a glass breaker which prevents the recovery of intact containers for return through the BCMB system. The City encourages residents to return deposit containers for a refund but continues to accept the material in the recycling programs. The deposits that are collected by The City are then utilized to support the recycling program, effectively reducing the monthly charge to residents.
- Calgary’s current Land Use Bylaw limits depots primarily to industrial areas and to larger format regional shopping centers or corridors. The city’s industrial land base is largely concentrated on the eastern and central areas of the city, with few industrial sites located towards the west or within the city’s principal residential growth corridors. As a result, under the current Bylaw the opportunities to provide new container depots in growing suburban areas are very limited.
- The existing service model for full service container depots appears to work well, particularly in a more suburban setting. However the size and nature of current BCMB standards for full service depots does limit the range of locations they can operate in successfully. Given development trends and City policy towards more intense, higher density residential and employment areas, and the increasing number of households living in multi-family housing, other approaches or service models will be needed in the future to provide convenient customer access to drop-off and refund services in these areas.
- Bottle depots operating in Alberta differ from most typical independent commercial enterprises, because of the role and authority of the Beverage Container Management Board. The legislated

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authority of the BCMB allows for a high level of oversight, particularly relevant to depot development standards and site management practices.

- While not always significant, site management issues do occur at existing depots. Typically these involve the outside storage of materials, truck parking on adjacent streets, and shopping carts dispersed on the site or on surrounding properties. This tends to occur more often on some of the smaller, older depot facilities, but stringent site management practices should be followed at all facilities.
- Technological advancements are being incorporated into the recovery and materials processing operations and look to provide significant opportunities in the future, particularly in terms of providing for smaller-scaled or more localized container recycling and refund services in higher density residential and employment environments.
- Social issues identified included potential community and resident concerns as well as the role of container “binning”, or bottle picking, as an informal employment and income source for a sector of the community.

Options To Consider

The study identifies a range of potential actions for consideration by The City, the BCMB and other stakeholders, including;

- Potential amendments to the Land Use Bylaw to expand the opportunities for locating full service container depots in the city;
- Potential amendments to the Bylaw to establish a smaller-scaled container recycling “storefront” or “quick drop” use that could be integrated into a wider array of local neighbourhood conditions and land use districts, such as neighbourhood commercial sites, higher density residential and employment areas and institutional uses such as colleges and universities;
- Exploration by the BCMB of an “in-building” container recycling pilot for larger scaled multifamily apartments and the expansion of charitable donation drop-off boxes;
- Enhancing existing BCMB processes for managing site and operational issues, resident complaints and overall communications; and
- Opportunities for addressing some of the social and health and safety issues associated with the informal “binning” of beverage containers.

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PURPOSE OF STUDY

The purpose of this study is:

- To assess issues and trends affecting the provision of beverage container recycling facilities in Calgary; and
- To identify potential changes in land use regulation or operating practices that would improve the accessibility to container recycling services for Calgarians.

OVERVIEW OF BEVERAGE CONTAINER RECYCLING

Background

Prior to 1935, beverages in North America were sold primarily in glass refillable containers - bottles which were washed and refilled many times. Beginning with the introduction of steel containers in the 1930's, aluminum cans in the 1960's, and PET (polyethylene terephthalate) plastic bottles in the 1970's, both Canada and the United States have seen enormous growth in "one-way" packaged beverage sales and corresponding waste and littering issues.

This extraordinary growth continues today in terms of: the volume of beverage containers sold annually; the range of materials, container formats and beverages used; and both per capita and in "away from home" consumption.

In the United States, per capita consumption of beverage containers is now three times higher than it was 40 years ago. Bottled water sales alone increased by more than 400% south of the border, from 8 billion units in 2000 to 45 billion units in 2010. By 2010, 784 beverage containers were being consumed per person annually (Gitlirtz, 2013). In contrast to this increase in beverage container sales, and notwithstanding expanding curbside recycling programs, recycling rates for beverage containers in the US have fallen or at best remained stable since the mid-1990's (Beverage Container Recycling Institute, 2008)

Canada is seeing similar growth trends in both the volume of containers and the range of materials and packaging.

Early concerns that emerged with beverage container growth focused primarily on littering issues. More recently, concerns focus on wider environmental impacts, in terms of resource waste, emissions, energy use and municipal landfill impacts. A number of reports have estimated some of the environmental impacts of beverage container waste. In the US, a 2013 report by the Container Recycling Institute indicated that "while beverage containers represent nearly 6% of municipal solid waste (MSW) by weight, they represent approximately one-fifth of the greenhouse gases that could potentially be saved through MSW recycling" (Gitlirtz, 2013). Canadian estimates are that existing beverage provincial container recycling programs result both in significant avoided emissions (875,000 Metric Tons of CO₂) and energy needs (2.6 million barrels of oil equivalent) annually (CM Consulting, 2010).

Deposit and Non-deposit Systems

A wide range of approaches to the recovery and recycling of beverage containers have been adopted by individual US States and Canadian provinces. These can be broadly grouped into "deposit" and "non-deposit" approaches.

Non-deposit systems rely some combination of producer driven return systems and more general curbside recycling programs. In all systems, containers not returned or recovered typically captured by municipal recycling or landfill programs.

The first US beverage container deposit laws were passed in several states (Oregon and Vermont) in the early 1970's. Alberta was one of the earliest Canadian provinces to legislate a container deposit system in 1972.

Canadian provinces currently have a wide array of systems in place, in terms of deposit vs non-deposit systems, the range of container types captured, as well as in system collection and financing responsibilities.

In terms of effectiveness, container deposit systems have been shown to consistently outperform non-deposit systems. The 11 US states that had deposit container laws in place consistently recycled covered containers at rates of 66% - 96%, while the overall recycling rate in non-deposit states was 30% in 2010 (Gitlirtz, 2013). In Canada, it is estimated that Canadian deposit systems have a total recovery rate of 83%, while non-deposit systems have a total recovery rate of 41% (CM Consulting, 2010).

Deposit systems such as Alberta's are primarily funded by the consumer, through the mandatory payment of container deposits at the time of sale, and through levies on manufactures. For containers that are not recovered through an effective depot system, and are instead handled through municipal recycling or landfill programs, paid deposits are effectively "wasted" for the consumer, although are generally used to help finance recycling and recovery systems.

Alberta Beverage Container Management Board

Organization & Responsibilities

The Beverage Container Management Board (BCMB) is a not-for-profit association formed by representatives of Alberta beverage manufacturers, container depots and the public (environmental organizations, municipalities and interested citizens) and is charged with the responsibility of administering and delivering a system for collecting and recycling and/or reusing beverage containers in the province within policy parameters established by the Minister of Alberta Environment and Sustainable Resource Development.

The BCMB is a Delegated Administrative Organization (DAO), an arm's length organization that has delegated government authority under the Ministry of Environment and Sustainable Resource Development to impose requirements on recycling program stakeholders. A range of stakeholders are

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encouraged to participate, including industry, government and the public. These parties are primarily involved in program stewardship through appointments to the Board of Directors.

The BCMB exists to:

- optimize beverage container recycling and reuse by diverting material from landfills, reducing the environmental impacts of beverage container use and providing manufacturers with a source of clean, recyclable materials or reusable containers;
- govern and administer the beverage container recycling and reuse system. In this regard the BCMB has the responsibility to:
 - register all beverage containers sold and/or distributed within the province of Alberta;
 - set both the criteria for establishing new beverage container depots and depot operating standards;
 - approve the establishment of new depots, issue permits, monitor ongoing depot operations for their effectiveness and service quality, and cancel or suspend permits for non-compliance with approval conditions or operating standards;
 - oversee aspects of the agreements between beverage manufacturers or the Collection System Agent (CSA) and depots or retailers related to the manner and frequency of container collections and the associated payments.

(BCMB - Correspondence)

The BCMB operates one of the more effective beverage container recycling systems in North America, in terms of both recovery/recycling rates and the range of beverage containers captured by the system.

The beverage container recovery system in Alberta has grown to include 215 full service depots across the province. Over 100 manufacturers and distributors have registered products with the BCMB. When liquor products registered by the Alberta Gaming and Liquor Commission are included, over 38,000 separate products have been registered, including not only traditional bottles, cans and PET containers but also products such as foil juice pouches, bag-in-a-box wine and juice, liquid meal replacements and single serve yogurt drinks. Alberta was also the first jurisdiction in Canada to include milk containers.

Albertans returned close to two billion beverage containers in 2012, resulting in a return rate of over 82% for the year. A record 2.35 billion containers were sold in 2012, up from 2.26 billion in 2011. Of those, 1.94 billion were returned to a depot, compared to 1.89 billion in 2011 (Beverage Container Management Board, 2012).

In comparing the Alberta beverage container recycling system to both the Saskatchewan and British Columbia systems, the Alberta system has a higher overall container return rate as well as having more containers returned than both the Saskatchewan and B.C. systems combined. A total of 1.94 billion containers were returned in Alberta in 2012, as opposed to approximately 367 million in Saskatchewan and 973 million in British Columbia. (BCMB - Correspondence)

Customer Use and Satisfaction with Depot System

The BCMB's 2012 annual survey found that 98% of Alberta households surveyed are recycling their beverage containers while 91% return them to a depot for a refund. Satisfaction with most aspects of bottle depots is relatively high, with an overall public satisfaction rating of 73%. The majority of Albertans are "very satisfied" with getting the refundable deposit back (80%), convenience of the location (62%) safety of the areas in which the depot is located (58%), waiting time (55%) and customer service (55%). Comparatively lower is satisfaction with the overall appearance (36% very satisfied) and cleanliness (35% very satisfied). (Beverage Container Management Board - Ipsos Reid, 2012)

In terms of frequency of use, most Alberta households bring returns to a depot either monthly (22%) or "every couple of months" (40%). When asked if they would support the building of a new bottle depot closer to where they live, Albertans are divided, with 41% saying "yes" and 35% saying "no", with the remaining 25% saying "don't know". Of those who indicated they would not support the building of a new depot, the principal reason given was simply the "existing depot meets our needs" (76%). Relatively few cite possible negative impacts on their community – safety concerns (7%), traffic concerns (4%), appearance of neighbourhood (3%) and concerns about noise (2%). (Beverage Container Management Board - Ipsos Reid, 2012)

BCMB Regulation of Beverage Container Depots

The BCMB is responsible for approving and regulating all beverage container depots in the Province. A container depot may not operate without a permit issued by the BCMB.

The BCMB has established Administrative Bylaws for Beverage Container Depot Permit Application and Renewals (**Appendix 2**) and Depot Operation and Administration (**Appendix 3**) These Bylaws establish proximity and population requirements for new depots, and a wide range of site and facility design and operating requirements.

The BCMB employs compliance officers who conduct ongoing site inspections and compliance reviews are undertaken on all depots (**Appendix 4**), as well as "Mystery Shopper" programs to provide ongoing deposit refund checks. The positive or negative results of depot inspections and evaluations will affect the length of a depot operators upcoming permit renewal. A depot is eligible to receive a one, four or five year permit and operators can face suspensions or cancellation of their permit for consistently poor performance.

Before making a decision on an application for a new depot permit, the BCMB can require an applicant to undertake public consultation in the area of the proposed depot.

CALGARY CONTEXT

Roles of The City

Beverage containers are also recovered through The City's recycling programs. The material recovery facility that sorts The City's recyclables is designed to separate materials by material type. The majority of deposit containers are then recovered by hand after it is sorted into the material types. The containers are then returned through the BCMB system and consumer deposits are recovered by The City. The exception to this process is glass material which is mechanically sorted utilizing a glass breaker which

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prevents the recovery of intact containers for return through the BCMB system. The City encourages residents to return deposit containers for a refund but continues to accept the material in the recycling programs. The deposits that are collected by The City are then utilized to support the recycling program, effectively reducing the monthly charge to residents.

The City recently approved a multi-family recycling strategy that will require owners of multi-family buildings to arrange for on-site recycling under an amended Waste & Recycling Bylaw. The objectives of the strategy are to support multi-family recycling options, reduce the amount of recyclable materials sent to landfills, and accommodate the variable service needs of multi-family buildings. This initiative will likely increase the overall recycling rates for container material.

The City's Waste and Recycling Bylaw also prohibits scavenging of any waste or recyclable material, which includes deposit containers, from a commercial bin, waste container, automated collection container, plastic bag or community recycling depot.

The City regulates and approves new depot facilities under the Land Use Bylaw (refer to Section on **Current Land Use Bylaw 1P2007 Provisions**). The LUB also sets out general requirements for recycling and waste space in new developments.

Comparing Calgary to Provincial Container Recovery Rates

The effectiveness of container recycling systems are generally measured by the rate of recovery as a percentage of all containers sold in a jurisdiction.

A record 2.26 billion containers were sold in in Alberta in 2012. Alberta wide recovery rates were 82.3 % in 2012 and are expected to exceed 83% for 2013. .

The BCMB has provided a comparison of return rates for containers for the metro depots in both Calgary and Edmonton (**Table 1**).

While both cities perform under the provincial average of 82% for containers, Calgary return rates are considerably lower at 69.7%.

Table 1 Comparison of Calgary and Edmonton Container Return Rates

Alberta	Edmonton	Calgary
82%	76.3%	69.7%

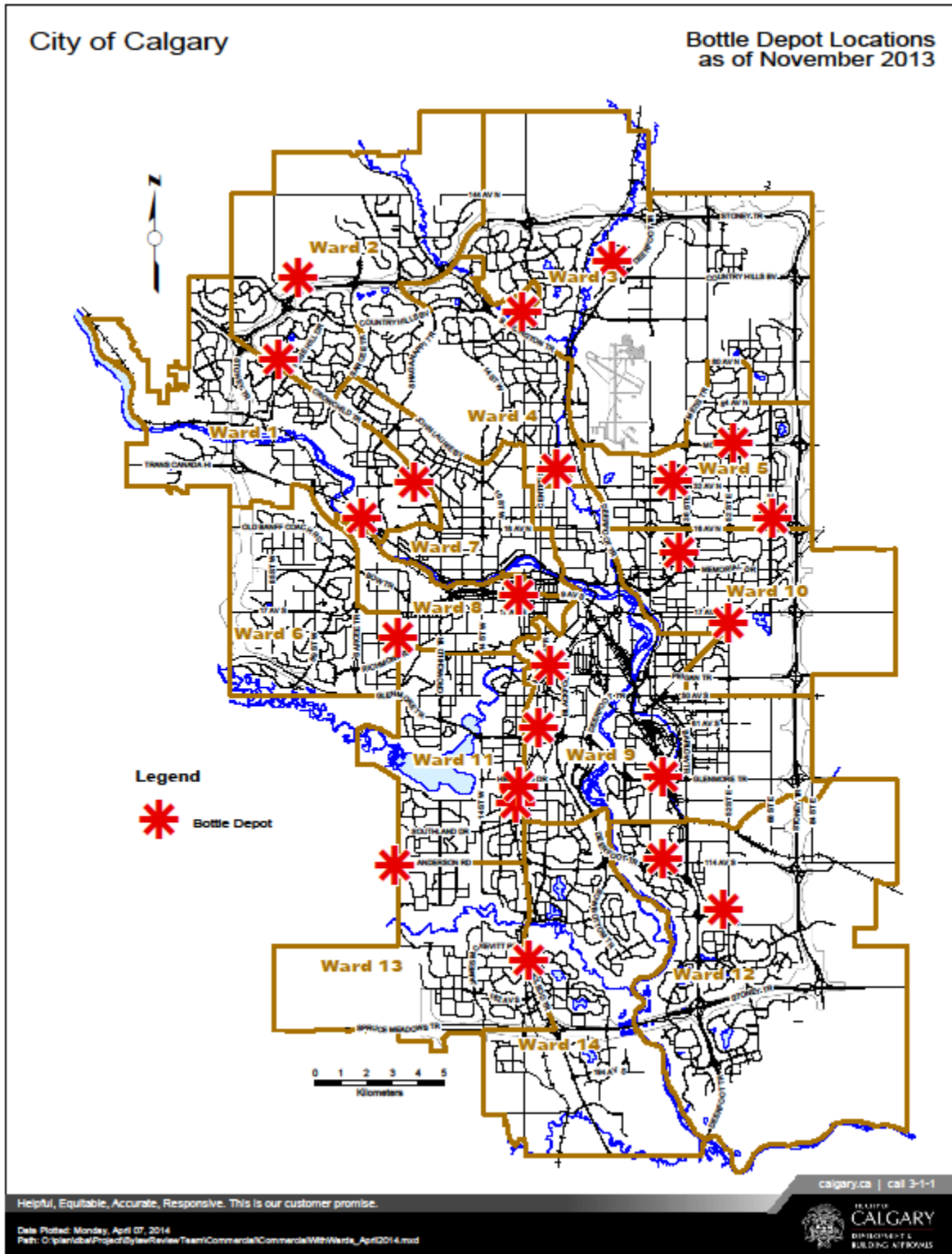
Note- Annualized return rates for containers to November 2013
Beverage Container Management Board -

Existing Calgary Container Depots

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There are 23 existing beverage container recycling facilities currently operating in Calgary – 22 within the city itself and one depot located on the Tsuu T'ina reserve. Existing depots are shown on **Map 1** and **Table 2**.

Map 1 Existing Container Depot Locations



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Table 2 Existing Calgary Container Depots

Name	Address	LUD
Beddington Bottle Depot	#111 20 Country Hills LD NW	DC95Z97
Bowness Bottle Depot	4627 16 AV NW	C-COR2
Calgary Bottle Exchange	9218 Horton RD SW	I-G
Chinook Bottle Depot	108 61 AV SE	DC58D2010
Country Hills Bottle Depot	11885 16 ST NE	I-G
Crowfoot Bottle Depot Ltd.	#30 141 Crowfoot WY NW	DC7Z94
Deerfoot Bottle Depot	11440 29 ST SE	I-C
Fish Creek Bottle Depot Ltd.	15216 Shaw RD SE	C-COR3
Forest lawn Bottle Depot	2228 52 ST SE	DC80Z95
Happy Can Bottle Depot	#13 700 33 ST NE	I-C
Manchester Bottle Depot	410 38A AV SE	I-G
Marklan Bottle Depot	2842 Glenmore TR SE	C-COR3
Moneyback Container Shack	#10 2835 37 ST SW	C-C1
Monteray Bottle Depot	2240 68 ST NE	C-C2
Northeast Bottle Depot Ltd.	5497 Falsbridge DR NE	C-C2
North Hill Container Depot Ltd.	3915 3A ST NE	I-R
South Pointe Bottle Depot	#503 5126 126 AV SE	I-G
Spy Hill Bottle Depot	#7 7715 112 AV NW	DC106Z2001
Sunridge Bottle Depot	3261 34 AV NE	I-G
Trail Bottle Exchange	8499 Horton RD SW	I-G
Tsui T'ina Bottle Depot	3700 Anderson RD SW	---
Uptown Bottle Depot	#B 629 10 AV SW	CC-X
Vecova Bottle Depot	#1 20 Research PL NW	S-URP
Total	23	

Source: Beverage Container Management Board & City of Calgary

Quadrant	# of Depots
NE	6
NW	5
SW	5
SE	7

District	# of Depots
Industrial	9
Commercial	6
Direct Control	5
Centre City	1
Special Purpose	1
*Tsui T'ina Bottle Depot without LUD	

Service Standards

Generally accepted service standards for the form of integrated container recycling depots used in Alberta are not common, given most jurisdictions in North America either do not have container deposit systems in place or do not have the breadth of the deposit and depot recovery system in Alberta.

The BCMB has established service standards for facilities, population levels and distance, which vary by Rural, Urban (smaller centers) and Metropolitan areas (Calgary & Edmonton). BCMB standards reflect objectives for both customer accessibility and the economic viability of depot operations. They are also based on their current “full” service and facility model, which provides for a 500 to 700 Sq. Meter building, customer service space, on-site container sorting, and internal storage of all materials.

Population Standards

Within Metropolitan areas, BCMB current population standards are for 1 depot per 40,000 residents.

Proximity Standards

Proximity requirements establish a minimum distance of 3KM between new depots.

These standards appear reasonable for much of the city, given the typical frequency of household use of depots, (approximately once every 4 to eight weeks for the average household). They reflect the BCMB’s current depot facility and operating model – relatively large integrated facilities, with all sorting and handling carried out within the building. They do not specifically target or necessarily provide for more intense, higher density residential and non-residential areas of the city, such as the Core, major institutions, or emerging suburban employment centers.

Evaluating the Supply and Distribution of Existing Depots in Calgary

Population Based Demands

Based on a population standard of 1 depot per 40,000 residents, Calgary's current population of 1,149,552 would warrant a total of 29 depots. Currently, there are 23 depots serving city residents (including one depot located on Tsuu Tsina lands), or a shortfall of six depots. Calgary's current growth rate of roughly 25,000 to 30,000 new residents each year would typically generate an additional demand for an additional depot every two years or less.

TABLE 3 POPULATION BASED WARRANTS

Existing City Population	Depots Required based on 1/40,000 residents	Existing No. of Depots	Shortfall
1,149,552	29 Depots	23 Depots	6 depots

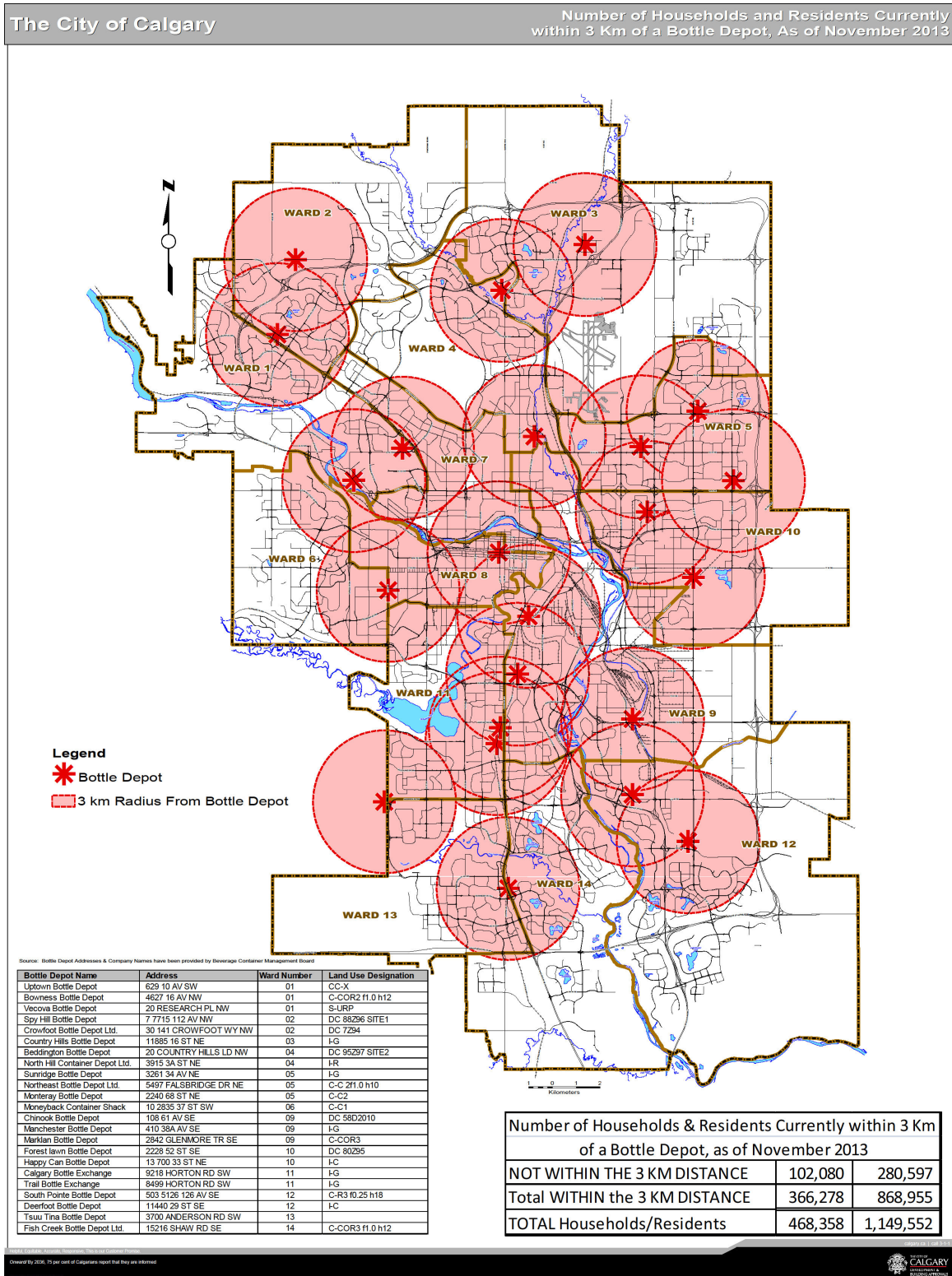
Proximity Based Demands

A “proximity to service analysis” was done to determine the number of households and residents located within 3 KM of an existing container depot and is shown in **Map 2**. This map illustrates the distribution of existing facilities relative to a 3 KM service area. It should be noted that there are a number of “legacy” depots, those established before the introduction of current BCMB standards, so that there are overlapping service areas in many cases.

Of the City's total population, roughly 102,000 households and 280,000 residents live further than 3 KM from any existing depot. In other words, roughly 24% of today's residents could be considered under-served relative to convenient access to container recycling and refund facilities. Areas with relatively poor access tend to be the outlying developing communities and the western side of city.

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Map 2 Proximity Analysis



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ANALYSIS OF EXISTING FACILITIES

Methodology

- There are 23 existing beverage container recycling depots currently operating in Calgary – 22 within the city itself and one depot located on the Tsuu T’ina reserve. As part of this study, 14 facilities were surveyed with respect to site, location and building characteristics. Sites were selected to reflect the diversity of facilities in Calgary, in terms of age, quadrant, land use designation and neighbourhood setting. Each site selected was surveyed at least once between October and December 2013. This analysis included both older “legacy” depots as well as newer depots constructed under the BCMB’s current, more rigorous design and development standards.
- Detailed information on the sites surveyed is provided in **Appendix 1**.

Table 4
Existing Container Recycling Depots - Site Details

Name	Address	LUD Code	Year of Bldg Construc	Parcel Size	Building Floor Area	Adjacent LUDs
Calgary Bottle Exchange	9218 HORTON RD SW	I-G	1988	3419	727	I-G
Utown Bottle Depot	629 10 AV SW	CC-X	1900	1813	762	CC-X
North East Bottle Depot	5497 FALSBRIDGE DR NE	C-C2 f1.0 h10	1992	1745	663	C-C2, M-C1
Forest Lawn Bottle Depot	2228 52 ST SE	DC 80Z95	1999	1941	589	DC 80Z95
Fish Creek Bottle Depot	15216 SHAW RD SE	C-COR3 f1.0 h 12	1992	1400	659	C-COR3
Deerfoot Bottle Depot	11440 29 ST SE	I-C	1999	8010	581	I-C, I-G
Beddington Heights Bottle Depot	111 20 COUNTRY HILLS LD NW	DC	1973	1114	465	R-C2, C-COR2
Monterey Bottle Depot	2240 68 ST NE	C-C2 f0.2 h18	2000	510	472	M-C1, C-C2, S-CI
Sunridge Bottle Depot	3241 34 AV NE	I-G	1992	5237	603	I-C, I-G
Spy Hill Bottle Depot	7505 112 AV NW/ 7715 112 AV NW	DC 106Z2001	2006	8100	760	DC 106Z2001,
South Pointe Bottle Depot	5126 126 AV SE	I-G	2007	2930	516	I-G, C-R3
Chinook Bottle Depot	108 61 AV SE	DC 58D2010	1961	1388	519	DC 58D2010
Bowness Bottle Depot	4627 16 AV NW	C-COR2 f1.0 h12	1973	1114	465	R-C2, C-COR2
Country Hills Bottle Depot	11885 16 ST NE	I-G	2010	7466	655	I-G, DC 65Z96
Manchester Bottle Depot	410 38A AV SE	I-G	1971	5514	806	I-G
Markian Bottle Depot	2860 GLENMORE TR SE/ 2842 GLENMORE TR SE	C-COR3 f1.0h12	1977	13196	514	C-COR3, S-SPR
Crowfoot Bottle Depot	#30 141 CROWFOOT WY NW	DC 7Z94	1995	2831	530	DC - Crowfoot Shopping Centre
Happy Can Bottle Depot	700 33 ST NE	I-C	1976	14410	856	I-C
Trail Bottle Depot	8499 HORTON RD SW	I-G	1990	3403	548	S-CRI, I-G
North Hill Container Depot	3915 3A ST NE	I-R	1976	974	254	I-R, S-CI
Vecova Bottle Depot	3304 33 ST NW / 20 RESEARCH PL NW	S-URP	1977	8512	492	S-URP
Moneyback Container Shack	10, 2835 37 ST SW	C-C1	1959	6830	325	M-C1, C-N2, DC(R-2)

Average Floor and Site Area

Range

4630 **580**
510 to 14,410 **254 to 806 Sq.**
Sq. Meters **Meters**

Depot Characteristics and Operations

All depots surveyed are full service depots and include customer service areas, (typically around 100 Sq. Meters), sorting areas and internal storage space. All provide at least one truck loading bay and on-site customer parking. While all depots surveyed provide a consistent array of services, there are marked differences in facility design and site characteristics between newer depots and many older “legacy” depots.

Locational Characteristics

Land Use Designations

A large majority of depots are sited on industrially designated land or on Direct Control sites with an industrial base district. Several are located in large format shopping districts or major commercial corridors (C-COR3). Several depots are located as non-conforming uses in community commercial districts (C-C1 and C-C2) and in the center city (CC-X). One depot is located within the University Research Park (S-URP).

Neighbourhood Context

Most depots are situated within industrial or larger commercial centres and corridors, and not in close proximity to residential areas. A number are located on sites adjacent to multifamily housing sites. Only one of the sites surveyed was located adjacent to low-density housing.

Site and Facility Characteristics

Site and Depot Size

Current BCMB standards provide for a minimum depot size of 500 Sq. Meters and a maximum size of 700 Sq. Meters (roughly 5,000 to 7,000 Square Feet).

Existing depots, including older legacy facilities range from 254 to 806 Sq. Meters, with an average size of approximately 580 Sq. Meters (approximately 5,800 Square Feet).

Site sizes vary significantly, particularly as some facilities are sited on independent parcels, some have multiple uses (e.g. a car wash), and others are located within a larger retail shopping area and share common circulations and parking space.

Site Management and Appearance

Depots vary widely in terms of appearance and site configuration.

Under BCMB requirements, all depots must have secured indoor storage areas for all beverage containers and all shipping containers. Outdoor storage of materials is not allowed. However, some storage of materials and containers does occur outside of a depot building, particularly at smaller, older facilities and at peak times.

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Landscaping is limited, but generally consistent with surrounding properties.

The dispersal of shopping carts is a site management issue at many sites, with carts observed on adjacent properties in several cases.

Parking and Loading

Customer parking in most sites surveyed appeared generally sufficient, although it can be expected there may be parking pressures on peak demand times, particularly for older depots on small sites. Truck parking, particularly smaller depot owned cube vans, was a concern on several sites, with some overflow truck parking on adjacent streets. For most facilities surveyed this was not a significant issue.

In terms of truck traffic generated, the BCMB estimates roughly seven 53 foot trailer loads per week for an average depot operation. Demands at high volume depots would be higher and many depots also use smaller truck units for collection and transfer. Truck access was provided from the lane in one centre city depot. In all other cases surveyed, truck access was from adjacent commercial streets – none through lane access.

Building Design & Signage

The quality of design of newer depots is significantly higher than many of the older “legacy” facilities. In all cases surveyed, building design and quality was generally consistent with surrounding buildings. Signage was inconsistent and excessive on some sites.

SOCIAL DIMENSIONS

Community/Resident Concerns

Typical community or resident concerns with container depots have been cited in research literature, media articles and by individuals involved in both the industry and development reviews. Concerns raised typically involve traffic, site appearance and perceptions of public safety, often associated with the potential for attracting bottle picking activity to a community.

Actual data on the extent to whether these concerns are founded or significant is quite limited. What is available suggests that container depots and their operations are not a major concern for most Calgarians. Formal public satisfaction surveys undertaken by the BCMB Reviews, and cited above, show a very high level of use by households (91% of Alberta households return containers to a depot) and a relatively high level of overall public satisfaction with the depot system (73%). A relatively small percentage cited safety, traffic, appearance or noise as concerns (7% or less). (Beverage Container Management Board - Ipsos Reid, 2012)

A review was conducted by City of Calgary staff of 311 calls between 2007 and October 2013 that related to any existing container depots or to bottle depot recycling in general. Few calls were identified in this review (roughly 30 in total). Most involved information requests, for example, whether a depot was being proposed, property research or development queries (14). Other calls related to: concerns about the accuracy of refunds given (4); bottle picking activity (4); the parking of large vehicles (4); and specific building regulation queries (5). In some cases, no specific concerns were recorded (5).

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A review of Animal and Bylaw Services service requests related to existing container depots was undertaken for the period 2009 through to November 2013. No requests were identified for most depot sites. Two depots had site appearance/maintenance complaints. One depot in the Centre City area had significant service requests in 2009, and was part of a joint operational program conducted at that time. Service requests related to the site have reduced significantly since 2009.

Informal Employment –The “Bottle Picking” or “Binning” Community

The collection of bottles and containers represents a significant source of “informal employment” and income support to a number of Calgarians. Often referred to as “bottle picking” or “binning”, this activity involves scavenging from public streets, lanes and garbage and recycle bins to recover containers that can be returned for the deposit refund. Binning is generally seen to involve more marginalized sectors of the community, individuals living in poverty, homeless or with mental health or addiction issues. However there is also evidence of a broader economic participation – it is relatively common to observe car or truck based collection in the back lanes of Calgary. Binning is clearly related to, and a part of the container recycling system in the city.

A study conducted for the Calgary Homeless Foundation in 2010 documented many of the dimensions of the “binning community” in Calgary. (Bender, 2012)

At that time over 240 binners were directly observed over the summer months and participants suggested that the total number of active binners at that time could number in the thousands. Activity tended to be more prevalent in the downtown and inner city, although likely to be expanding over time.

Some of the findings suggested by this study and others included:

- That binning provided a source of income and “entrepreneurial” employment for many not able to successfully participate in more formal employment opportunities;
- That binning provides environmental benefits in the recovery of containers and reduction in littering.
- That binning can reduce dependence on social service agencies;
- That binning can provide a number of social benefits to participants, including purpose, activity, independence and social support.

There are also clear negatives associated with the activity, including obvious health and safety concerns for the participants, potential conflicts with residents or bylaw enforcement agencies and the potential for nuisance issues, particularly around higher activity depots. The relationship between binners and community residents appears to vary. Some residents regularly leave containers for binners as a form of donation. Others may object to binners in the neighbourhood.

Opportunities

A positive direction, well worth examining, lies in efforts being made to “formalize” in some way the “informal” economy of binning. One useful model is the **United We Can** organization, a charitable organization and business enterprise operating successfully in Vancouver since 1995. This non-profit’s mandate is to provide employment opportunities targeted to low income and disadvantaged individuals in

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the city's East End. It does so by operating a container recycling centre, commercial container collection services, mobile collection carts, as well as other services. The organization provides jobs and support to a fairly large community, improves working and safety conditions for binners, and generates more positive public identity and awareness.

CURRENT LAND USE BYLAW 1P2007 PROVISIONS

Calgary's Land Use Bylaw currently defines Beverage Container Drop-Off Depot as a separate use within the Industrial Support Group.

“155 “Beverage Container Drop-Off Depot”

- (a) means a use where bottles and other beverage containers are taken for return and reimbursement of the recycling deposit applied to the container at the time the beverage is purchased;
- (b) is a use within the Industrial Support Group in Schedule A to this Bylaw;
- (c) must not be a combined use with a Liquor Store;
- (d) must have a loading area completely contained within the building, where located adjacent to a parcel designated as a residential district;
- (e) must screen a loading area when it is not completely contained within a building;
- (f) requires a minimum of 2.5 motor vehicle parking stalls per 100.0 square metres of gross usable floor area;
- (g) does not require bicycle parking stalls – class 1; and
- (h) requires a minimum of 1.0 bicycle parking stalls – class 2 per 250.0 square metres of gross usable floor area.”

Residential Districts

Depots are not allowed in any low-density or multi residential districts.

Commercial & Mixed Use Districts

Depots are not allowed in any local or neighbourhood districts.

Depots are allowed only as a discretionary use in the C-COR3 Corridor Commercial and C-R2 Commercial Regional districts.

Industrial Districts

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Depots are allowed either as a discretionary or permitted use within the I-G Industrial General district, depending on location. New depots are allowed as discretionary use within the I-C Industrial Commercial district, or as a permitted use if provided within an existing approved building.

Depots are allowed as a permitted use within the I-R Industrial Redevelopment district, generally located within the city's older industrial areas.

Depots are not allowed within the I-E Industrial Edge district, (typically abutting residential areas), I-B Industrial Business, I-O Industrial Outdoor or I-H Industrial Heavy districts.

Special Districts

Depots are only allowed as a discretionary use in the University Research Park (S-URP) district.

Center City/East Village Districts

Depots are not allowed in any of the Center City or East Village districts and could only be approved through a land use redesignation.

Overall the current Bylaw limits depots primarily to industrial areas, and to larger format regional shopping centers or commercial corridors. The city's industrial land base is largely concentrated in the eastern and central areas of the city, with few industrial areas located or planned towards the west of Calgary or within the city's principal residential north/northwest and south growth corridors. As a result, under the current Bylaw the opportunities to provide new container depots in growing suburban areas are very limited.

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Table 5	
Current Land Use Bylaw 1P2007 Provisions for Beverage Container Drop-off Depot	
Land Use Districts	Current LUB Provisions
Low Density Residential	Not Allowed
Multi Residential	Not Allowed
Neighbourhood Commercial	
Commercial – Neighbourhood 1 (C-N1) District	Not Allowed
Commercial – Neighbourhood 2 (C-N2) District	Not Allowed
Commercial	
Commercial – Community 1 (C-C1) District	Not Allowed
Commercial – Community 2 (C-C2)District	Not Allowed
Commercial – Corridor 1	Not Allowed
Commercial – Corridor 2	Not Allowed
Commercial – Corridor 3	Discretionary
Commercial – Regional 1	Not Allowed
Commercial – Regional 2	Discretionary
Commercial – Regional 3	Discretionary
Industrial	
Industrial – General (I-G) District	Permitted & Discretionary (1)
Industrial – Business (I-B)	Not Allowed
Industrial – Edge (I-E)	Not Allowed
Industrial – Commercial (I-C) District	Discretionary (2)
Industrial – Redevelopment (I-R) District	Permitted
Industrial - Outdoor (I-O) District	Not Allowed
Industrial – Heavy (I-H) District	Not Allowed
Centre City	Not Allowed
Special - University Research Park (S-URP)	Discretionary

(1) Depending on parcel location

(2) New buildings are discretionary. Allowed as a Permitted Use in an existing approved building

ZONING/LAND USE REGULATION IN OTHER JURISDICTIONS

- Bottle recycling/beverage container recycling depots are not a commonly defined use in zoning or land use regulation in many Canadian or U.S. cities. In large measure this is because most jurisdictions do not have an extensive or integrated container deposit system in place. Many jurisdictions rely more on municipal waste and recycling systems as well as bottle return systems operated by major beverage producers (generally beer and liquor producers).
- The following jurisdictions were surveyed with respect to how their zoning or land use bylaws provided for container recycling depots: Edmonton, Red Deer, Lethbridge, Medicine Hat, Vancouver, Toronto, Seattle WA and Portland OR. A summary of the zoning approaches in each is provided in **Table 6**.
- Not all cities define container or recycling depots as a distinct use. In some jurisdictions, materials recycling is incorporated into more general industrial use classifications, (e.g. warehousing, industrial operations, utility services).
- Where recycling depots are specifically defined in land or zoning legislation, they are classified either as:
 - a “material recycling depot”, providing public/consumer access, (AB, BC and Portland); or
 - as a more general “industrial materials processing facility”, (for processing of recycled glass, paper, tires, etc.).
- Of the jurisdictions surveyed:
 - Recycling depots are not allowed in any residential districts, either low density or multi-family districts;
 - Few cities allow the use in local or neighbourhood commercial districts (only Vancouver and Portland allow some form of recycling depot as a discretionary use);
 - Some cities allow depots in larger scaled corridor commercial or shopping centre districts.
 - Most cities allow depots as a permitted use in industrial districts
- Parking standards applied are typically those established for industrial or commercial service uses.
- Regulations for downtown core areas are more complex. Most jurisdictions examined do not appear to provide for recycling depots in core or central area zoning districts, although

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facilities do exist in these areas. Core area zoning has not been examined in detail in this study.

Table 6 - Land Use/Zoning Regulations in Other Jurisdictions

Summary Table						
Land Use/Zoning Regulations in Other Jurisdictions						
Beverage Container Recycling/Bottle Depots						
Land Use Provisions for Recycling Depots - By Type of District						
City	Defined Use	Low Density Residential	Multi Family Residential	Local/Neighbourhood Commercial	Other Commercial	Industrial
Calgary	Yes	Not Allowed	Not Allowed	Not Allowed	D in C-COR3 Corridor Commercial D in C-R2 & C-R3 Commercial Regional NA in all other districts	D in I-C Industrial Commercial P in I-R Industrial Redevelopment D/P in I-G Industrial General
Edmonton	Yes	Not Allowed	Not Allowed	Not Allowed	P in CB2 General Business Zone. D in CB1 Low Intensity Business Zone NA in all other districts	P in IB Industrial Business, IM Medium Industrial & UW Urban Warehouse Zones D in IL Light Industrial Zone
Red Deer	No (Warehouse use)	Not Allowed	Not Allowed	Not Allowed	D in C-4 corridor commercial NA in other Districts unless an ancillary use.	Permitted
Lethbridge	Yes	Not Allowed	Not Allowed	Not Allowed	P in CH Highway Commercial D in C-D Downtown & C-G General Commercial NA in C-S Shopping Mall commercial	Permitted
Medicine Hat	No (Industrial Operation Use)	Not Allowed	Not Allowed	Not Allowed	Not Allowed	Permitted
Vancouver	Yes	Not Allowed	Not Allowed	Conditional (Discretionary)	Conditional (Discretionary)	Conditional (Discretionary)
Seattle	NO	Not Allowed	Not Allowed	Not Allowed	Conditional (Discretionary)	Permitted
Portland	Yes	Not Allowed	Not Allowed	Permitted & Conditional depending on zone	Permitted & Conditional depending on zone	Permitted & Conditional depending on zone
Toronto	Recovery Facility Use (Industrial processing, not consumer depot)	Not Allowed	Not Allowed	Not Allowed	Not Allowed	P in EH Heavy Industrial D in Employment Industrial
"NA" = Not Allowed "P" = Permitted Use "D" = Discretionary Use "Conditional Use" generally equivalent to Discretionary Use Dec/11/13						

ISSUES

Recovery rates and the Supply of Existing Container Depots

Convenient access to beverage container recycling facilities provides several distinct benefits: by enhancing the overall reuse and recycling rate for container materials, reducing the amount of waste sent to Calgary landfills; and by providing consumers with reasonable opportunities to recover the deposits they are legally required to pay on all beverage containers at the time of purchase.

The rate of beverage container recovery and recycling by the BCMB system, and corresponding rates of consumer deposit refunds, are significantly lower in Calgary than the average for Alberta. This is likely in large measure to an existing shortfall in both the number and distribution of depots in the city, particularly in expanding suburban growth areas.

Current Land Use Bylaw Restrictions

Overall the current Bylaw limits depots primarily to industrial areas, and to a lesser extent within larger format regional shopping centers or corridors. The city's industrial land base is largely concentrated in the eastern and central areas of the city, with few industrial areas located or planned towards the west of Calgary or within the city's principal residential north/northwest and south growth corridors. As a result, under the current Bylaw the opportunities to provide new container depots in growing suburban areas are very limited.

Diverse and Changing Development Patterns

The existing service model for full service depots appears to work well, particularly in a more suburban setting. However the size and nature of current BCMB standards for full service depots does limit the range of locations they can operate in successfully. Given development trends and City policy towards more intense, higher density residential and employment areas, and the increasing number of households living in multi-family housing, other approaches or service models will be needed in the future to provide convenient customer access to drop-off and refund services in these areas.

BCMB Oversight

Bottle depots operating in Alberta differ from most typical independent commercial enterprises, because of the role and authority of the Beverage Container Management Board. The legislated authority of the BCMB allows for a high level of oversight, particularly relevant to depot development standards and site management practices.

Site Management Issues

While not always significant, site management issues do occur. Typically these involve the outside storage of materials, truck parking on adjacent streets, and shopping carts dispersed on the site or on surrounding properties. This tends to occur more often on some of the smaller, older depot facilities, but stringent site management practices should be followed at all facilities.

Technology

Technological advancements are being incorporated into the recovery and materials processing operations and look to provide significant opportunities in the future. Automated container counting and sorting equipment is now being tested by the BCMB. One particularly promising technology now in operation in some cities being explored in Alberta uses a swipe card or scan system linked to customer accounts to provide a “quick drop-off” service. This technology allows the potential for customers to drop off bagged containers, with a scan tag or other identifier, at a range of facilities or locations. It removes the need for large customer service space, and potentially large areas normally needed for sorting and counting. Sorting, counting and the calculation of refunds could all occur off-site, at a larger full service facility. Customer refunds are then credited directly to a preferred account.

OPTIONS TO CONSIDER

Purpose/Objectives

- Ensure residents have reasonable and convenient access to container recycling facilities and the return of container deposits.
- Prevent significant land use conflicts in areas where depots are located.
- Explore alternative service approaches, particularly for higher density residential and business environments.
- Promote higher container recovery rates throughout the city.

Potential Land Use Bylaw Amendments

A range of Bylaw amendments should be considered in several areas which are summarized in **Table 7**.

Allow full service depots as a permitted use in the I-G Industrial General and I-C Industrial Commercial districts

The LUB currently allows Beverage container depots in both of these districts, although in many cases on a discretionary rather than a permitted use basis. Discretionary reviews of development proposals tend to increase processing costs and timeframes and add an element of uncertainty to development proposals. Most Alberta cities reviewed successfully allow depots as permitted uses in industrial areas. Further, provincial legislation granting the BCMB broad oversight in the standard of development and operations of all depots provides an opportunity to streamline City approval processes for this use.

Expand the opportunities to locate full service depots in some commercial districts

Currently, beverage container depots are only allowed as discretionary uses in very large scaled regional shopping centers (C-R2 and C-R3) and commercial corridors (C-C3). Consideration should be given to amend the Bylaw to allow beverage container depots in the following land use districts:

- Discretionary use in C-C2 Community Commercial 2 district.
- Discretionary use in C-COR2 Corridor Commercial district.

- Discretionary or permitted use in CR-1 Commercial Regional district.

C-C2 sites are larger community focused retail shopping sites, frequently located on the boundaries of several communities. They could provide perhaps the greatest opportunity to locate container depots within expanding residential growth corridors in the city. There are presently two existing depots on C-C2 sites in Calgary that appear to be operating successfully, and the size and scale of typical depots is generally consistent with C-C2 developments in the city. C-C2 sites provide for comprehensively designed retail and commercial development projects, typically incorporating a grocery store and multiple commercial buildings, as well as associated customer parking and delivery truck access. Since C-C-2 sites are frequently located close to residential lands (either multi or low density), it would be advisable to provide for a discretionary review of new container depot proposals.

Commercial Corridor 2 (C-COR2) sites could also provide some opportunities to locate new container depots. These corridors tend to be located within inner suburbs and since they frequently lie adjacent to lower density residential areas, new depots should likely be subject to discretionary review.

Existing C-C2 and C-COR2 sites are shown on **Map 3**.

Commercial Regional 1 (C-R1) sites are larger regional retail sites characterized by larger “big-box” or single use buildings, typically located adjacent to major roads or along major commercial corridors. Given their size and scale, location and comprehensive site design requirements, these sites provide an opportunity to successfully incorporate new container depots either as permitted or discretionary uses.

Establish a New Use – Small-Scale Container Recycling “Storefront”

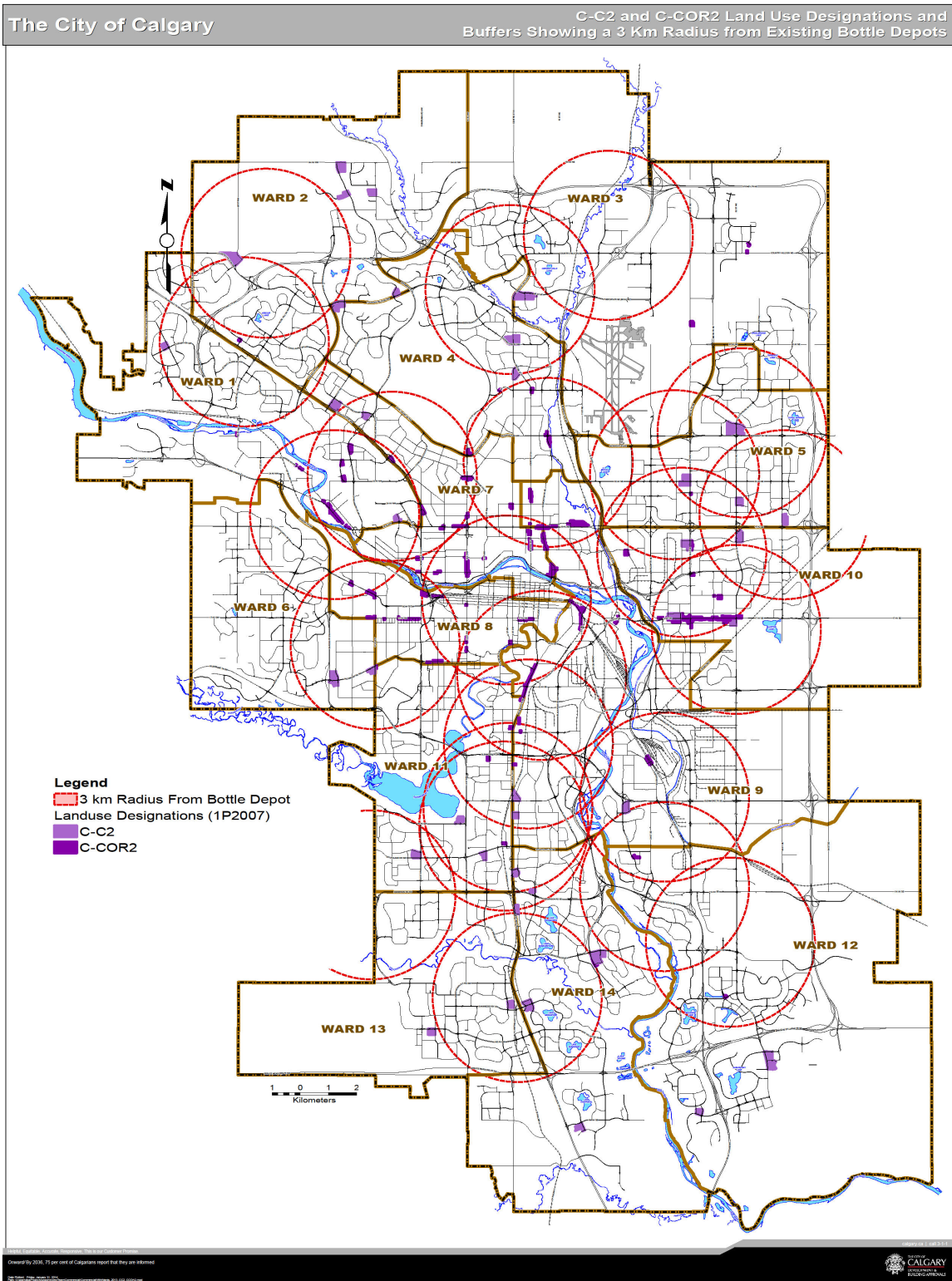
The City and the BCMB should look to creating an opportunity in Calgary for a more local, small scaled depot “storefront” or “quick drop off” use – a different service model that could be integrated into a wider array of sites and land use districts. This may or may not prove an economically viable approach in the short term, but over time could provide opportunities for better service and recovery for a range of different areas of the city. This new use should be designed to be integrated into a wider array of local conditions, such as neighbourhood commercial sites, higher density residential and employment areas as well as institutional uses such as colleges and universities.

Conditions and limitations for this use could include:

- Size restrictions and guidelines for loading bay treatment;
- Operational restrictions to promote off-site sorting, processing and storage; and
- Refund processing done through swipe card/scanning and customer account systems;

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Map 3 Areas with C-C2 and C-COR2 Land Use Designations



“In-building” Container Recycling Pilot Project

The BCMB should explore opportunities for partnering with the development industry to design and test an “In-building” container recycling pilot for multi-family apartments. This concept would integrate a small, secure container recycling space within a larger multi-family building or complex. Swipe-card/scan technology for residents would allow for off-site container sorting and on-line consumer refunds. Should this concept prove successful, it could serve to complement or support The City’s new Multi-Family Recycling Strategy.

Donation Drop-off Boxes

The BCMB and Calgary depots have already established a partnership program with charitable organizations to provide donation container drop off boxes. These are relatively small, secure boxes which can easily be located in most commercial, community or employment areas. They provide an easy opportunity for containers to be deposited as a donation, with the deposit funds flowing to a charitable organization and the containers recycled.

Expansion of this program should be supported and encouraged and could provide significant benefits to consumers and community programs and would provide another opportunity for increasing the container recovery rate.



Site Appearance, Operational Issues and Communications

- BCMB should maintain or enhance its systems and communications processes for responding to any community or resident complaints regarding depot operations or site conditions. The BCMB should also consider establishing some form of ongoing communications program with Calgary community associations.

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- BCMB should promote a consistent signage and branding program for all depots and facilities, to improve both site appearance and public awareness.
- BCMB should consider advancing a building upgrading program to improve the appearance and operation of older facilities over time.
- BCMB should enhance its processes for monitoring and maintaining site conditions, truck parking and outside storage.

Social Issues

- Stakeholders should consider supporting further research into the informal bottle picking community in Calgary.
- Stakeholders should begin exploring the potential for some form of social enterprise to support both the binning community and the container recycling system.

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APPENDIX 1 SURVEY OF EXISTING FACILITIES

Beverage Container Recycling Facilities

Appendix 1

Survey of Existing Facilities

Methodology

There are 23 existing beverage container recycling depots currently operating in Calgary – 22 within the city itself and one depot located on the Tsuu T’ina reserve. As part of this study, 14 facilities were surveyed with respect to site, location and building characteristics. Sites were selected to reflect the diversity of facilities in Calgary, in terms of age, quadrant, land use designation and neighbourhood setting. Each site selected was surveyed at least once between October and December 2013. This analysis included both older “legacy” depots as well as newer depots constructed under the BCMB’s current, more rigorous design and development standards.

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Table A1 Calgary Container Depots Surveyed - Sept. - Dec. 2013

Name	Address	LUD	Survey
Beddington Bottle Depot	#111 20 Country Hills LD NW	DC95Z97	X
Bowness Bottle Depot	4627 16 AV NW	C-COR2	X
Calgary Bottle Exchange	9218 Horton RD SW	I-G	X
Chinook Bottle Depot	108 61 AV SE	DC58D2010	X
Country Hills Bottle Depot	11885 16 ST NE	I-G	X
Crowfoot Bottle Depot Ltd.	#30 141 Crowfoot WY NW	DC7Z94	
Deerfoot Bottle Depot	11440 29 ST SE	I-C	
Fish Creek Bottle Depot Ltd.	15216 Shaw RD SE	C-COR3	X
Forest lawn Bottle Depot	2228 52 ST SE	DC80Z95	X
Happy Can Bottle Depot	#13 700 33 ST NE	I-C	
Manchester Bottle Depot	410 38A AV SE	I-G	
Marklan Bottle Depot	2842 Glenmore TR SE	C-COR3	
Moneyback Container Shack	#10 2835 37 ST SW	C-C1	X
Monterey Bottle Depot	2240 68 ST NE	C-C2	X
Northeast Bottle Depot Ltd.	5497 Falsbridge DR NE	C-C2	X
North Hill Container Depot Ltd.	3915 3A ST NE	I-R	X
South Pointe Bottle Depot	#503 5126 126 AV SE	I-G	X
Spy Hill Bottle Depot	#7 7715 112 AV NW	DC106Z2001	
Sunridge Bottle Depot	3261 34 AV NE	I-G	
Trail Bottle Exchange	8499 Horton RD SW	I-G	X
Tsuu T'ina Bottle Depot	3700 Anderson RD SW	---	
Uptown Bottle Depot	#B 629 10 AV SW	CC-X	X
Vecova Bottle Depot	#1 20 Research PL NW	S-URP	
Total	23		

Source: Beverage Container Management Board

Quadrant	# of Depots	# Depots Surveyed
NE	6	4
NW	5	2
SW	5	4
SE	7	4

District	# of Depots	# Depots Surveyed
Industrial	9	5
Commercial	6	5
Direct Control	5	3
Centre City	1	1
Special Purpose	1	
*Tsuu T'ina Bottle Depot without LUD		

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Table A1-A Existing Container Depots

Existing Container Recycling Depots

Name	Address	LUD Code	Year of Bldg Construc	Parcel Size	Adjacent LUDs
Calgary Bottle Exchange	9218 HORTON RD SW	I-G	1988	3419	I-G
Utown Bottle Depot	629 10 AV SW	CC-X	1900	1813	CC-X
North East Bottle Depot	5497 FALSBRIDGE DR NE	C-C2 f1.0 h10	1992	1745	C-C2, M-C1
Forest Lawn Bottle Depot	2228 52 ST SE	DC 80Z95	1999	1941	DC 80Z95
Fish Creek Bottle Depot	15216 SHAW RD SE	C-COR3 f1.0 h 12	1992	1400	C-COR3
Deerfoot Bottle Depot	11440 29 ST SE	I-C	1999	8010	I-C, I-G
Beddington Heights Bottle Depot	111 20 COUNTRY HILLS LD NW	DC	1973	1114	R-C2, C-COR2
Monterey Bottle Depot	2240 68 ST NE	C-C2 f0.2 h18	2000	510	M-C1, C-C2, S-CI
Sunridge Bottle Depot	3241 34 AV NE	I-G	1992	5237	I-C, I-G
Spy Hill Bottle Depot	7505 112 AV NW / 7715 112 AV NW	DC 106Z2001	2006	8100	DC 106Z2001,
South Pointe Bottle Depot	5126 126 AV SE	I-G	2007	2930	I-G, C-R3
Chinook Bottle Depot	108 61 AV SE	DC 58D2010	1961	1388	DC 58D2010
Bowness Bottle Depot	4627 16 AV NW	C-COR2 f1.0 h12	1973	1114	R-C2, C-COR2
Country Hills Bottle Depot	11885 16 ST NE	I-G	2010	7466	I-G, DC 65Z96
Manchester Bottle Depot	410 38A AV SE	I-G	1971	5514	I-G
Markian Bottle Depot	2860 GLENMORE TR SE / 2842 GLENMORE TR SE	C-COR3 f1.0h12	1977	13196	C-COR3, S-SPR
Crowfoot Bottle Depot	#30 141 CROWFOOT WY NW	DC 7Z94	1995	2831	DC - Crowfoot Shopping Centre
Happy Can Bottle Depot	700 33 ST NE	I-C	1976	14410	I-C
Trail Bottle Depot	8499 HORTON RD SW	I-G	1990	3403	S-CRI, I-G
North Hill Container Depot	3915 3A ST NE	I-R	1976	974	I-R, S-CI
Vecova Bottle Depot	3304 33 ST NW / 20 RESEARCH PL NW	S-URP	1977	8512	S-URP
Moneyback Container Shack	10, 2835 37 ST SW	C-C1	1959	6830	M-C1, C-N2, DC(R-2)

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<u>Depot Name:</u>	<u>Uptown Bottle Depot</u>
<u>Depot Address:</u>	629 10 Avenue SW
<u>Community District:</u>	Beltline
<u>Ward:</u>	Ward 8
<u>Year of Construction:</u>	1900 (refurbished building)
<u>Building Area:</u>	762 M2
<u>Site Area:</u>	1,812 M2
<u>LUD:</u>	CC-X
<u>Outside Storage:</u>	Stacked wooden pallets 2 X industrial storage containers in visitor parking area.
<u>Truck Loading & Access:</u>	2 X loading bays to rear side of building, access from both lane and 10 Ave. 2 X cube vans parked on site
<u>Adjacent Uses:</u>	CC-X Higher density commercial office and retail Adjacent vacant site approved for multi-family apartment
<u>Appearance:</u>	Stand-alone newer or refurbished building. Landscaping to front of site. Shopping carts standing on site
<u>Parking:</u>	Combined visitor and truck parking to side of building. Access from both lane and avenue. 18 to 20 stalls.

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Uptown Bottle Depot



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<u>Depot Name:</u>	Trail Bottle Depot
<u>Depot Address:</u>	8499 Horton Road SW
<u>Community District:</u>	Haysboro
<u>Ward:</u>	Ward 11
<u>Year of Construction:</u>	1990
<u>Building Area:</u>	548 M2
<u>Site Area:</u>	3,403 M2
<u>LUD:</u>	I-G
<u>Outside Storage:</u>	Extensive outside storage, located in fenced and screened area to side of site
<u>Truck Loading & Access:</u>	3 x loading bays to side of linear parcel. 1 x semi-tractor trailer and 1 x trailer parked on site Linear parcel w/o lane access.
<u>Adjacent Uses:</u>	S-CRI & I-G Adjacent to rail line. Older light industrial area, generally with auto oriented uses. Newer high density residential project across street to SE.
<u>Appearance:</u>	Stand-alone building consistent with surrounding light industrial uses. Front setback landscaping. Larger linear parcel. Shopping carts standing on site, both in coverade cart storage area and scattered on front setback area.
<u>Parking:</u>	Large parking areas to both sides of parcel. Access from street. Approx. 40 stalls.

Trail Bottle Depot



Consultant Report



Consultant Report

<u>Depot Name:</u>	Chinook Bottle Depot
<u>Depot Address:</u>	108 61 Avenue SE
<u>Community District:</u>	Manchester Industrial
<u>Ward:</u>	Ward 9
<u>Year of Construction:</u>	1961
<u>Building Area:</u>	519 M2
<u>Site Area:</u>	1,388 M2
<u>LUD:</u>	DC 58D2010
<u>Outside Storage:</u>	Extensive outside storage, including wooded pallets, cardboard and large container bags at rear of parcel.
<u>Truck Loading & Access:</u>	3 x loading bays to side of building. No lane access. 1 x cube van and 2 x trailers parked on site Linear parcel w/o lane access.
<u>Adjacent Uses:</u>	Older light industrial area, generally with auto oriented uses. Vacant site to E site of parcel.
<u>Appearance:</u>	Stand-alone industrial building, generally consistent with surrounding older light industrial uses. Shopping carts standing on site,
<u>Parking:</u>	Large parking area to sides of parcel. Access from street. Approx. 15 to 18 stalls.

Chinook Bottle Depot

Consultant Report



Consultant Report



Consultant Report

<u>Depot Name:</u>	Fish Creek Bottle Depot
<u>Depot Address:</u>	15216 Shaw Road SE
<u>Community District:</u>	Midnapore
<u>Ward:</u>	Ward 14
<u>Year of Construction:</u>	1992
<u>Building Area:</u>	659 M2
<u>Site Area:</u>	1,400 M2
<u>LUD:</u>	C-COR3 f1.0 h12
<u>Outside Storage:</u>	Limited storage visible, one container bag at loading dock.
<u>Truck Loading & Access:</u>	1x loading bay at rear of building, access from lane and side of parcel.
<u>Adjacent Uses:</u>	C-COR 3 Light industrial and auto-oriented commercial. Medium density residential 1/2 block from site.
<u>Appearance:</u>	Newer purpose built stand alone building, generally consistent with surrounding uses. Landscaping at front of parcel. Shopping carts standing on site.
<u>Parking:</u>	Parking area to front and side of parcel. Access from street. Approx. 20 stalls.

Fish Creek Bottle Depot

Consultant Report



Consultant Report



Consultant Report

<u>Depot Name:</u>	Calgary Bottle Exchange
<u>Depot Address:</u>	9218 Horton Road SW
<u>Community District:</u>	Haysboro
<u>Ward:</u>	Ward 11
<u>Year of Construction:</u>	1988
<u>Building Area:</u>	727 M2
<u>Site Area:</u>	3,419 M2
<u>LUD:</u>	I-G
<u>Outside Storage:</u>	None visible to front or side of parcel. Wooden pallets behind building, not visible.
<u>Truck Loading & Access:</u>	Loading bay at rear of building, access from street via side yard. No lane access. 1 x trailer parked at front of parcel. 1 x cube van parked at rear.
<u>Adjacent Uses:</u>	I-G Light industrial and auto-oriented commercial.
<u>Appearance:</u>	Stand alone building, generally consistent with surrounding uses. No landscaping on site. Grass boulevard on street frontage. Entire parcel fenced. Shopping carts standing on site.
<u>Parking:</u>	Large parking area to front of parcel. Access from street. Approx. 30+ stalls.

Calgary Bottle Exchange

Consultant Report



Consultant Report

<u>Depot Name:</u>	Bowness Bottle Depot
<u>Depot Address:</u>	4627 16 Avenue NW
<u>Community District:</u>	Montgomery
<u>Ward:</u>	Ward 1
<u>Year of Construction:</u>	1973
<u>Building Area:</u>	465 M2
<u>Site Area:</u>	1114 M2
<u>LUD:</u>	C-COR 2 f1.0 h12
<u>Outside Storage:</u>	No outside storage visible.
<u>Truck Loading & Access:</u>	Loading bay at side of building, access from 16 Avenue NW via side yard. Lane access constructed, but currently fenced and closed. Shared lane with low density houses. 1 x cube van parked on site.
<u>Adjacent Uses:</u>	R-C2 & C-COR2 Hotel commercial adjacent to either side of parcel. Located on a commercial retail corridor. Low density residential directly across lane to south of parcel.
<u>Appearance:</u>	Older stand alone 2 storey building. Landscaping to front of parcel.
<u>Parking:</u>	Large parking area to side of parcel. Access from 16 Avenue NW. Approx. 12 - 14 stalls.

Bowness Bottle Depot



Consultant Report



Consultant Report

<u>Depot Name:</u>	Moneyback Container Shack
<u>Depot Address:</u>	#10 2835 37 Street SW
<u>Community District:</u>	Glenbrook
<u>Ward:</u>	Ward 6
<u>Year of Construction:</u>	1959
<u>Building Area:</u>	325 M2
<u>Site Area:</u>	6,530 M2
<u>LUD:</u>	C-C1
<u>Outside Storage:</u>	Outside storage of wood pallets and container bags to rear of building, adjacent to residential street.
<u>Truck Loading & Access:</u>	Loading bay at rear of building, access from local residential street. 1 x trailer parked on site at rear. 1 x cube van parked on residential street at rear.
<u>Adjacent Uses:</u>	M-C1, C-N2, DC (R-2) Located within smaller retail commercial plaza. . Medium density residential apartments directly across street to west of plaza.
<u>Appearance:</u>	Smaller storefront within older local multi-tenant commercial plaza. Rear of plaza adjacent to local residential street, with marginal facade treatment and no landscaping or screening of loading/storage areas Shopping carts stacked against street at rear. 2 x large garbage containers at rear.
<u>Parking:</u>	Shared parking for retail plaza.

Moneyback Container Shack



Consultant Report



Consultant Report

<u>Depot Name:</u>	Country Hills Bottle Depot
<u>Depot Address:</u>	11885 16 Street NE
<u>Community District:</u>	Stoney 1
<u>Ward:</u>	Ward 3
<u>Year of Construction:</u>	2010
<u>Building Area:</u>	655 M2
<u>Site Area:</u>	7,466 M2
<u>LUD:</u>	I-G
<u>Outside Storage:</u>	Wood pallets in separate fenced area to rear of building.
<u>Truck Loading & Access:</u>	Loading bays to side of building, within separate fenced truck loading and parking area. Access from local industrial street. No lane access
<u>Adjacent Uses:</u>	I-G & DC New light industrial subdivision.
<u>Appearance:</u>	New stand alone 1 storey building. Landscaping to front of parcel. Shopping carts on site.
<u>Parking:</u>	Large parking area to front of parcel. Access from street. Approx. 18 stalls.

Country Hills Bottle Depot

Consultant Report



Consultant Report

<u>Depot Name:</u>	Beddington Heights Bottle Depot
<u>Depot Address:</u>	111 - 20 Country Hills Ld NW
<u>Community District:</u>	Stoney 1
<u>Ward:</u>	Ward 4
<u>Year of Construction:</u>	1973
<u>Building Area:</u>	464 M2
<u>Site Area:</u>	1,114 M2
<u>LUD:</u>	I-C
<u>Outside Storage:</u>	None visible.
<u>Truck Loading & Access:</u>	Loading bays to front end of building. Access from local industrial street. No lane access 2 x cube vans parked on site.
<u>Adjacent Uses:</u>	R-C2 & C-COR2 Storefront unit in older small commercial plaza. Within light industrial/commercial area.
<u>Appearance:</u>	New stand alone 1 storey building. Landscaping to front of parcel. Shopping carts on site.
<u>Parking:</u>	Shared parking area to front of plaza. Access from street.

Beddington Heights Bottle Depot

Consultant Report



Consultant Report



Consultant Report

<u>Depot Name:</u>	Northeast Bottle Depot
<u>Depot Address:</u>	5497 Falsbridge Drive NE
<u>Community District:</u>	Falconridge
<u>Ward:</u>	Ward 5
<u>Year of Construction:</u>	1992
<u>Building Area:</u>	663 M2
<u>Site Area:</u>	1,745 M2
<u>LUD:</u>	C-C2
<u>Outside Storage:</u>	None visible.
<u>Truck Loading & Access:</u>	<p>1 x loading bay to front side of building. Access from local retail centre internal road and adjacent street.</p> <p>No trucks parked on site.</p>
<u>Adjacent Uses:</u>	<p>C-C2 & M-C1</p> <p>Located within retail center and across street from medium density apartments.</p>
<u>Appearance:</u>	<p>One storey with mezzanine, stand alone building. Located within a newer community retail area. Good example of a depot integrated within a retail centre.</p> <p>Landscaping and appearance consistent with surrounding retail buildings. Shopping carts on site.</p>
<u>Parking:</u>	Designated parking area to front of building. Approximately 15 to 20 stalls.

Northeast Bottle Depot

Consultant Report



Consultant Report

<u>Depot Name:</u>	Monterey Bottle Depot
<u>Depot Address:</u>	2240 68 Street NE
<u>Community District:</u>	Monterey Park
<u>Ward:</u>	Ward 5
<u>Year of Construction:</u>	2000
<u>Building Area:</u>	472 M2
<u>Site Area:</u>	510 M2 (footprint only)
<u>LUD:</u>	C-C2
<u>Outside Storage:</u>	None visible.
<u>Truck Loading & Access:</u>	1 x loading bay to front side of building. Access from local retail centre internal road. No trucks parked on site.
<u>Adjacent Uses:</u>	C-C2, M-C1 & S-CI Located within community shopping center. Medium density apartments located directly behind building.
<u>Appearance:</u>	Depot occupies a large bay within a retail building located within a newer community retail area. Landscaping and appearance consistent with surrounding retail buildings. Shopping carts on site.
<u>Parking:</u>	Designated parking area to front of building and also shared parking within project.

Monterey Bottle Depot

Consultant Report



Consultant Report



Consultant Report

<u>Depot Name:</u>	Forest Lawn Bottle Depot
<u>Depot Address:</u>	2228 52 Street SE
<u>Community District:</u>	Forest Lawn Industrial
<u>Ward:</u>	Ward 10
<u>Year of Construction:</u>	1999
<u>Building Area:</u>	589 M2
<u>Site Area:</u>	1941 M2
<u>LUD:</u>	DC 80Z95
<u>Outside Storage:</u>	None visible.
<u>Truck Loading & Access:</u>	1 x loading bay to front side of building. Access from 52 Street SE. No trucks parked on site.
<u>Adjacent Uses:</u>	DC 80-X95 Located on major industrial/commercial corridor.
<u>Appearance:</u>	Two buildings on parcel. Depot in standalone building at rear of parcel. Appearance similar to surrounding buildings. Shopping carts on site.
<u>Parking:</u>	Designated parking area to front of building. Approximately 15 to 20 stalls.

Forest Lawn Bottle Depot

Consultant Report



Consultant Report

<u>Depot Name:</u>	South Pointe Bottle Depot
<u>Depot Address:</u>	5126 126 Avenue SE
<u>Community District:</u>	East Shepard Industrial
<u>Ward:</u>	Ward 12
<u>Year of Construction:</u>	2007
<u>Building Area:</u>	516 M2
<u>Site Area:</u>	2930 M2
<u>LUD:</u>	I-G
<u>Outside Storage:</u>	Small amount at rear of building.
<u>Truck Loading & Access:</u>	1 x loading bay to rear of building. Access from 126 Ave. SE. No lane access. No trucks parked on site. 2 x trailers parked at rear of parcel
<u>Adjacent Uses:</u>	I-C, C-R3 Located on new light industrial area. Directly north of regional large format shopping centre. Adjacent parcels currently vacant.
<u>Appearance:</u>	Stand alone newer building with carwash incorporated. Appearance similar to surrounding new light industrial and retail buildings. Landscaping to front of parcel. No shopping carts visible on site.
<u>Parking:</u>	Parking to side of building. Approximately 20 stalls.

South Pointe Bottle Depot



Consultant Report



Consultant Report

Depot Name: Deerfoot Bottle Depot
Depot Address: 11440 29 Street SE
Community District: Shepard Industrial
Ward: Ward 12
Year of Construction: 1999
Building Area: 581 M2
Site Area: 8010 M2
LUD: I-C
Outside Storage: None visible at front of parcel. Minor pallet storage at rear of parcel.

Truck Loading & Access: 1 x loading bay to rear side of building, not visible from street. No lane access. No trucks parked on site.

Adjacent Uses: I-C, I-G

Located on new light industrial area, adjacent to sector retail center. Automotive use located on parcel. Directly east of CT Park and Ride site.

Appearance: Stand alone newer building with two buildings on parcel.. newer, well designed building. Appearance consistent with surrounding new light industrial and retail buildings. Landscaping to front of parcel. No shopping carts visible on site.

Parking: Parking to side and rear of building. Approximately 20 stalls.

Deerfoot Bottle Depot



Consultant Report



Consultant Report

<u>Depot Name:</u>	North Hill Container Depot
<u>Depot Address:</u>	3915 3A Street NW
<u>Community District:</u>	Greenview Industrial
<u>Ward:</u>	Ward 4
<u>Year of Construction:</u>	1976
<u>Building Area:</u>	254 M2
<u>Site Area:</u>	974 M2
<u>LUD:</u>	I-R
<u>Outside Storage:</u>	None visible at front of parcel. Extensive outdoor storage at rear of parcel, not visible from street
<u>Truck Loading & Access:</u>	1 x loading bay to rear of building, not visible from street. No lane access. No trucks parked on site. Challenging truck maneuvering and loading given small site size.
<u>Adjacent Uses:</u>	I-R, S-CI Located on older industrial area. Adjacent uses largely automotive related.
<u>Appearance:</u>	Stand alone older building with recent upgrades to facade. Appearance consistent with or better than surrounding older industrial buildings. Smallest depot currently operating in the city.
<u>Parking:</u>	Parking to front of building. Approximately 5 stalls.

North Hill Bottle Depot



Consultant Report



APPENDIX 2 – BCMB BEVERAGE CONTAINER DEPOT PERMIT APPLICATION, RENEWAL AND AMENDMENT BYLAW



BEVERAGE CONTAINER MANAGEMENT BOARD BEVERAGE CONTAINER DEPOT PERMIT APPLICATION, RENEWAL AND AMENDMENT BY-LAW

1. Interpretation

1.1 This By-law is made pursuant to section 18(1) of the Regulation.

1.2 This By-law applies to all applications for a new Depot Permit, all applications for the renewal of a Depot Permit and all applications to amend an existing Depot Permit that are submitted to the BCMB after February 19, 2014.

1.3 Unless the context otherwise requires, the *Interpretation Act* R.S.A. 2000 c.I-8 and the *Environmental Protection and Enhancement Act* R.S.A. 2000 c E-12, as amended, apply to this By-law.

1.4 Words importing the singular include the plural and vice versa; words importing gender include the masculine, feminine and neuter genders; and words importing persons include individuals, bodies corporate, partnerships, trusts and unincorporated associations.

1.5 The headings used throughout this By-law are inserted for reference purposes only, and are not to be considered or taken into account in construing the terms or provisions of any article of this By-law nor to be deemed in any way to qualify, modify or explain the effect of any such terms or provisions.

2. Definitions

2.1 In this By-law, unless the context otherwise requires:

- a. “Application” means an application for a new Permit;
- b. “Application for Renewal” means an application to renew an existing Permit;
- c. “Application for Amendment” means an application to amend an existing Permit through the amendment to, addition of or deletion of a term or condition of that Permit, and includes an application to amend a Permit to relocate a Depot operating under an existing Permit;
- d. “BCMB” means the Beverage Container Management Board. The Beverage Container Management Board is the regulatory authority established under the *Environmental Protection and Enhancement Act* R.S.A. 2000 c. E-12 and the Regulation to establish, maintain and administer a waste minimization and recycling program for beverage containers;
- e. “BCMB Management” means the staff of the BCMB;

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- f. “Board” means the Board of Directors of the BCMB;
- g. “Depot” means a place operated as a business for the collection of empty beverage containers;
- h. “Depot Manager” means the person primarily responsible for operating the Depot whether or not that person is also the Permit Holder;
- i. “Metro Area” means the City of Edmonton or the City of Calgary;
- j. “Permit” means a permit to operate a Depot issued by the Beverage Container Management Board as required by section 14 of the Regulation;
- k. “Permit Holder” means an individual or an incorporated entity that has been issued a Permit;
- l. “Regulation” means the *Beverage Container Recycling Regulation*, Alta Reg 101/97 as amended;
- m. “RFA” means a Request for Applications for a Permit issued in a form approved by BCMB Management;
- n. “Rural Area” means a municipality with an official population of less than 10,000 according to the Government of Alberta’s most recent Municipal Affairs’ Population List;
- o. “Rural Area – Large” means a municipality with an official population of more than 4,000 and less than 10,000 according to the Government of Alberta’s Municipal Affairs’ most recent Population List.
- p. “Rural Area – Small” means a municipality with an official population of 4,000 or less according to the Government of Alberta’s Municipal Affairs’ most recent Population List.
- q. “Urban Area” means a municipality with an official population greater than or equal to 10,000 according to the Government of Alberta’s most recent Municipal Affairs’ Population List other than the City of Edmonton and the City of Calgary.

2.2 Unless otherwise indicated, terms that are defined in the Regulation have the same meaning when they are used in this By-law.

3. Applications for New Permits

3.1 Subject to section 3.2, applications for a Permit in a Metro Area or an Urban Area will only be accepted by the BCMB if they are submitted in accordance with an RFA issued by the BCMB for that Metro or Urban Area.

3.2 Notwithstanding section 3.1 an Application for a Permit in a Metro Area or an Urban Area that relates to an existing Depot may be submitted to the BCMB without the issuance of an RFA.

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3.3 Applications for a Permit in a Rural Area may be submitted to the BCMB at any time.

3.4 The decision whether or not to issue an RFA in a Metro or Urban Area is in the sole discretion of BCMB Management, taking into consideration the matters set out in section 5 of the BCMB Administrative By-law and the population requirements set out in this section and in Section 7.

3.5 In deciding whether or not to issue an RFA BCMB Management may take into account anticipated population growth.

3.6 BCMB Management will assess the need for a new Depot to be located in a Metro or Urban Area using the population of the area as determined by the Government of Alberta's most recent Municipal Affairs Population List.

3.7 The number of Depots needed in a Metro Area shall be calculated by dividing the population of that Metro Area by 40,000, without rounding.

3.8 The number of Depots needed in an Urban Area shall be calculated by adding 10,000 to the population of the Urban Area, then dividing the population of that Urban Area by 30,000.

3.9 Notwithstanding sections 3.4 to 3.8, the Board may, in its sole discretion, allow BCMB Management to issue a new Depot Permit in a Metro or Urban Area even though the population requirements set out in this section have not been met.

4. Qualifications of Applicants for New Permits

4.1 Where the proposed Permit Holder is an individual or individuals, the applicant for the Permit must be the proposed Permit Holder or one of the proposed Permit Holders.

4.2 An individual applicant or an individual who signs an application on behalf of an incorporated applicant must be at least 18 years of age and must be able to provide authorization to make the application on behalf of the incorporated applicant if requested by the BCMB.

4.3 An applicant for a Permit must be able to demonstrate that the proposed Permit Holder has operating capital or a line of credit in an amount no less than three month's operating expenses as projected in the budget for the depot submitted with the Application, or the following amount, whichever is greater:

- a. for a depot located in a small Rural - \$5,000
- b. for a depot located in a large Rural Area - \$20,000
- c. for a depot located in an Urban Area - \$30,000
- d. for a depot located in a Metro Area -\$40,000

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4.4 An individual applicant and an individual who signs an application on behalf of an incorporated entity is required to prove their own English proficiency and the English proficiency of a Depot Manager in one of two ways:

- a. Proof of birth and/or education in an English-speaking country; or
- b. A Canadian Language Benchmark score of six (6) or better on speaking and listening and score of four (4) on reading and writing.

4.5 If an individual applicant or an individual who signs an application on behalf of an incorporated entity or a Depot Managers is unable to provide the documents referenced in section 4.4, he or she must take a Canadian Language Benchmark Assessment Test through SAIT (Southern Alberta Institute of Technology) or NAIT (Northern Alberta Institute of Technology) or another institution approved by the BCMB and must then provide evidence satisfying the requirement in section 4.4

5. Application Requirements for New Permits

5.1 An Application shall be in a form approved by BCMB Management, but at a minimum shall require the following information and documentation to be provided by the applicant:

- a. Where the applicant is an individual, confirmation that the applicant will be a Permit Holder;
- b. the name, address, telephone number, email address and signature of the applicant;
- c. Where the applicant is applying on behalf of an incorporated entity, the name of the proposed Permit Holder and the name of the individual who will be jointly and severally responsible with the Permit Holder for compliance with the Regulation, BCMB By-laws, bylaws, policies and guidelines and with the terms and conditions of the Permit, if one is issued, as well as a current mailing address, phone number and email address for that individual;
- d. Where the applicant is applying on behalf of an incorporated entity, a current corporate search disclosing the directors and shareholders of that entity, and such further and other corporate information as the BCMB may reasonably require in order to ascertain the identity of the directors, shareholders and officers of that entity;
- e. The name of and contact information for the Depot Manager;
- f. A business plan containing the following information and documentation:
 - i. the address and legal description of the proposed Depot site;

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- ii. details of the ownership or lease of the premises where the Depot will be operated and supporting documentation;
- iii. detailed site plans including lot dimensions and measurements, building placement on lot, vehicle entrance/exit, parking, adjacent streets and avenues and alleys;
- iv. detailed building plans including dimensions and measurements showing areas intended for proposed customer access and service area, manufacturer access and loading area, storage and sorting facilities;
- v. a description of staffing levels;
- vi. the proposed hours of operation;
- vii. evidence of the proposed depot's operating capital or line of credit;
- viii. identification of population to be served;
- ix. financial information, including:
 - (a) goals/objectives and how these will be obtained;
 - (b) one year and three year forecasts including income statements and balance sheets;
 - (c) monthly cash flow projections for the first three months of operation.
- x. proposed or actual dates for obtaining a development permit, construction commencement, construction completion and commencement of operation of the depot;
- xi. a description of the public consultation process to be carried out by the applicant, if any; and
- xiii. confirmation of appropriate districting/zoning or a detailed description of the steps required to obtain appropriate districting/zoning and the timelines for those steps.

5.2 An Application must be accompanied by a non-refundable application fee in the amount specified in the Fee By-law.

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5.3 An applicant for a Permit must submit to the BCMB a criminal record check relating to the applicant, or where the application is on behalf of an incorporated entity, a criminal record check relating to the Directors and Shareholders of the incorporated entity.

5.4 An applicant for a Permit must submit to the BCMB a criminal record check relating to the Depot Manager and the individual identified pursuant to section 5.1 c. and such other people as the BCMB may request.

5.5 Where pursuant to a by-law, bylaw, policy or guideline established by the BCMB, security or insurance is required in respect of a Permit, the BCMB may not issue a Permit until satisfied that the security or insurance has been obtained and proof of the security or insurance has been provided to the BCMB.

5.6 The proposed Permit Holder must be the owner or lessee of the location where the proposed Depot will be operated or have a signed offer to purchase or lease the location, which offer is subject only to the issuance of a Permit.

6. Application and Evaluation Process for New Permits

6.1 The Application and evaluation process with respect to an Application submitted in a Metro or Urban Area pursuant to an RFA shall be as set out in that RFA, and section 6 of this By-law does not apply to such an Application.

6.2 The application and evaluation process with respect to an Application submitted pursuant to section 3.2 or an Application submitted in a Rural Area shall be as set out in this section of the By-law.

6.3 The BCMB shall not review an Application for the purpose of making a decision unless it is a complete Application in the form approved by the BCMB. An incomplete Application will be returned to the applicant.

Notice of Application for New Permit

6.4 Where an Application is submitted and the Application, in the opinion of the BCMB, is a complete Application, the BCMB may, or may require the applicant to, do one or both of the following:

- a. publish notice of the application in one or more issues of a newspaper that has daily or weekly circulation in the area in which the depot that is the subject of the application is or will be located; and
- b. provide notice of the application in the manner determined by the BCMB.

6.5 A notice under section 6.4 may contain the following:

- a. the name of the applicant;
- b. a description of the depot;
- c. the location, nature of operation, capacity and size of the depot to which the notice relates;
- d. a statement that a person who is directly affected by the application may submit written concerns to the BCMB within 30 days of the last notice made under section 4 with respect to the Application, or within any longer period specified by the BCMB in the relevant notice;
- e. the locations where information about the depot may be obtained or is available for public disclosure; and
- f. any other information required by the BCMB.

Additional Information

6.6 During the review of an Application the BCMB may request oral information or additional written information from

- a. the applicant;
- b. a person who is directly affected by the Application;
- c. a local authority, the Government of Alberta, a Government agency or the Government of Canada or an agency or department of that Government; and
- d. any other source the BCMB considers appropriate.

6.7 Before making a decision in respect of an Application, the BCMB may require the applicant to hold meetings in the area where the proposed Depot will be located in order that the public may obtain information from the applicant respecting the Application.

Purposes and scope of review

6.8 The review of an Application shall be conducted to determine whether the operation of the Depot will be in accordance with the Regulation, and the by-laws, bylaws, guidelines and policies established by the BCMB.

6.9 The decision whether or not to accept an Application and to issue a Permit is in the sole discretion of BCMB Management taking into account any criteria adopted for that purpose from time to time by the BCMB.

Circulation of proposed decision

6.10 Where the BCMB is considering a decision to issue a Permit, the BCMB may, before making a final decision, circulate the proposed decision or particulars of it for comment to the applicant, the persons who have provided concerns in writing to the BCMB concerning the Application and any other persons the BCMB considers appropriate.

Notice of Decision for New Permit

6.11 Where the BCMB issues a Permit the BCMB may provide or cause the permit holder to provide notice of the BCMB's decision within 15 days after the date the BCMB makes its decision:

- a. by publishing notice of the decision in a newspaper that has daily or weekly circulation in the area in which the depot that is the subject of the decision is or will be located; or
- b. by any other means provided for by the BCMB.

6.12 A notice under section 6.11 shall contain:

- a. a description of the application made to the BCMB;
- b. the name of the Permit Holder;
- c. the location of the depot; and
- d. the decision of the BCMB and the date of the decision.

7. Proximity Requirements for New Permits

7.1 No new Permit may be issued in a Metro or Urban Area for a Depot that will be located within a 3 kilometre radius of an existing and operating Depot.

7.2 No new Permit may be issued in a Rural Area for a Depot that will be located within a 24 kilometre driving distance by Public Road, of an existing and operating depot in a Rural Area, or within a 10 kilometre driving distance by Public Road of an existing and operating Depot in an Urban or Metro Area.

7.3 For the purposes of this section “Public Road” means a roadway as defined in the Traffic Safety Act, RSA 2000, c.T-6 as amended from time to time which roadway is designed for travel primarily or exclusively by motorized vehicles, but does not include a lane, alley or a dirt road.

7.4 Notwithstanding section 7.1 and section 7.2, in exceptional services, the Board, in its sole discretion, may allow BCMB Management to issue a new Depot Permit in a Metro, Urban or Rural Area that does not meet the proximity requirements set out in this section.

8. Applications for Amendments of Permits

8.1 A Permit Holder may apply to amend, add or delete a term or condition of a Permit including the Depot location specified in that Permit.

8.2 If a Permit Holder wishes to apply to amend, add or delete a term or condition of a Permit, the Permit Holder shall complete an Application for Amendment in the form approved by the BCMB.

Notice of Application for Amendment

8.3 Where the BCMB receives an Application for Amendment from a Permit Holder the BCMB may, or may require the Permit Holder to, do one or both of the following:

- a. publish notice of the Application for Amendment in one or more issues of a newspaper that has daily or weekly circulation in the area in which the depot that is the subject of the Application for Amendment is or will be located; and
- b. provide notice of the Application for Amendment in the manner determined by the BCMB.

8.4 A notice under section 8.3 may contain the following:

- a. the name of the Permit Holder;
- b. a description of the Depot;
- c. the location, nature of operation, capacity and size of the Depot to which the notice relates;

- d. the nature of the amendment being sought;
- e. a statement that a person who is directly affected by the Application for Amendment may submit written concerns to the BCMB within 30 days of the last notice made under section 8.3 with respect to the Application for Amendment, or within any longer period specified by the BCMB in the relevant notice;
- f. the locations where information about the depot may be obtained or is available for public disclosure; and
- g. any other information required by the BCMB.

Circulation of Consideration of Application for Amendment

8.5 Where the BCMB is considering an Application for Amendment, the BCMB may before making a final decision, circulate the proposed decision or particulars of it for comment among the applicant or Permit Holder, the persons who have provided concerns in writing to the BCMB concerning the Application for Amendment and any other persons the BCMB considers appropriate.

Evaluation of Application for Amendment

8.6 Subject to section 8.7, the decision whether or not to grant an Application for Amendment is in the sole discretion of BCMB Management subject to the population and proximity requirements contained in this By-law.

8.7 Notwithstanding section 8.6, in exceptional circumstances, the Board may, in its sole discretion, allow BCMB Management to amend a Depot Permit even though the population and proximity requirements contained in this By-law have not been met.

Notice of Decision of Amendment to Permit

8.8 Where the BCMB amends, adds or deletes a term or condition of a Permit the BCMB may provide or cause the Permit Holder to provide notice of the BCMB's decision within 15 days after the date the BCMB makes its decision

- a. by publishing notice of the decision in a newspaper that has daily or weekly circulation in the area in which the Depot that is the subject of the decision is or will be located; or
- b. by any other means provided for by the BCMB.

8.9 Where notice of an Application for Amendment was provided in accordance with section 8.3 and the BCMB issues an amended Permit the BCMB shall provide written notice of the decision or cause the Permit Holder to provide written notice of the BCMB's decision within 15 days after the date the BCMB makes its decision to every person who submitted written comments to the BCMB.

8.10 Where the BCMB refuses the Application for Amendment, the BCMB shall, within 15 days after the date it makes its decision, provide written notice of such refusal to the applicant.

9. Permit Transfers

9.1 A Depot Permit is not transferable.

10. Applications for Renewal of Permits

Notice Requirements for Applications for Renewals

10.1 If a Permit Holder wishes to renew a Permit, the Permit Holder shall submit an Application for Renewal in the form approved by the BCMB.

10.2 The Application for Renewal of a Permit must be received by the BCMB no more than six months prior to the expiration of the term of that Permit, and no less than one month prior to the expiration of the term of that Permit.

10.3 Upon receipt of the Application for Renewal, the BCMB may request that the Permit Holder provide additional documentation, and the Permit Holder must provide the additional documentation requested.

10.4 Within 30 days after receiving the Application for Renewal and all information requested from the Permit Holder, the BCMB shall notify the Permit Holder whether or not the renewal is granted.

10.5 Whether or not to grant an Application for Renewal, and the length of time for which the Permit is renewed are both in the sole discretion of BCMB Management taking into account the criteria adopted for that purpose from time to time by the BCMB.

10.6 Notwithstanding section 10.5, if an Application for Renewal is granted, BCMB Management will not renew the Permit for a period of time exceeding 5 years from the expiration of the term of the Permit being renewed.

Failure of Permit Holder to Give Notice of Intention to Renew a Permit

10.7 If a Permit Holder fails to provide to the BCMB the Application for Renewal and any additional information requested by the BCMB pursuant to section 10.3, or if the renewal of the Permit is not granted, the Permit will expire at the conclusion of the existing term as long as the Permit Holder continues to comply with the terms and conditions of the Permit and with the Regulations and with all BCMB By-laws, bylaws, policies and guidelines for the balance of that term.

11. Compliance with Legislative and BCMB Requirements

11.1 In submitting an Application, an Application for Renewal or an Application for Amendment the applicant or the individual who signs on behalf of an incorporated entity acknowledges and agrees that the Permit Holder and any individual named pursuant to section 5.1.c. will abide by:

- a. the Beverage Container Recycling Regulation;
- b. the Beverage Container Management Board Administrative Bylaw;
- c. the Beverage Container Management Board Administrative Compliance Bylaw;
- d. the Quality Control Progressive Action Policy;
- e. the Uniform Code of Accounts Compliance By-law; and
- f. the Service Agreement between the Alberta Bottle Depot Association and the Collection System Agent duly appointed under the Regulation.

and understands that all matters set out therein relating to Depot Permits and Applications, Applications for Renewal and Applications for Amendment will apply to the Permit Holder and any individual named pursuant to section 5.1.c, the Depot Permit application process, and the continued operation of a Depot as may be the case.

11.2 In submitting an Application, an Application for Renewal or an Application for Amendment the applicant or the individual who signs on behalf of an incorporated entity acknowledges and agrees that the applicant or the Permit Holder as the case may be is in compliance with all other requirements of all applicable legislation, municipal bylaws and other enactments, including:

- a. Environmental Protection and Enhancement Act;
- b. Beverage Container Recycling Regulation 101/97;
- c. Beverage Container Management Board Bylaws;
- d. Beverage Container Management Board Operating Permit;
- e. Municipal Bylaws;
- f. Provincial Statutes;
- g. Worker's Compensation Act;
- h. Alberta Safety Codes Act;
- i. Alberta Occupational Health and Safety Act;
- j. Alberta Gaming and Liquor Commission Operating Guidelines;
- k. Alberta Labour Standards; and
- l. Any other applicable Federal, Provincial or Municipal legislation.

APPENDIX 3 BCMB BEVERAGE CONTAINER DEPOT OPERATION AND ADMINISTRATION BYLAW



BEVERAGE CONTAINER DEPOT OPERATION AND ADMINISTRATION BY-LAW BEVERAGE CONTAINER MANAGEMENT BOARD

1. Interpretation

1.1 This By-law is made pursuant to section 18(1) of the Regulation.

1.2 Except as specified in the transitional provisions, this By-law applies to all Depots effective February 19, 2014.

1.3 Unless the context otherwise requires, the *Interpretation Act (Alberta)* and the *Environmental Protection and Enhancement Act (Alberta)*, as amended, apply to this Bylaw.

1.4 Words importing the singular include the plural and vice versa; words importing gender include the masculine, feminine and neuter genders; and words importing persons include individuals, bodies corporate, partnerships, trusts and unincorporated associations.

1.5 The headings used throughout this By-law are inserted for reference purposes only, and are not to be considered or taken into account in construing the terms or provisions of any article of this By-law nor to be deemed in any way to qualify, modify or explain the effect of any such terms or provisions.

2. Definitions

2.1 In this By-law, unless the context otherwise requires:

- a. "Application" means an application for a Permit;
- b. "BCMB" means the Beverage Container Management Board. The Beverage Container Management Board is the regulatory authority established under the *Environmental Protection and Enhancement Act (Alberta)* and the Regulation to establish, maintain and administer a waste minimization and recycling program for beverage containers;
- c. "BCMB Management" means the staff of the BCMB;
- d. "Board" means the Board of Directors of the BCMB;
- e. "Depot" means a place operated as a business for the collection of empty beverage containers;
- f. "Depot Manager" means the person primarily responsible for operating the Depot whether or not that person is also the Permit Holder;
- g. "Metro Area" means the City of Edmonton and the City of Calgary;
- h. "Permit" means a permit to operate a Depot issued by the Beverage Container Management Board as required by section 14 of the Regulation;
- i. "Permit Holder" means an individual or an incorporated entity that has been issued a Permit;
- j. "Regulation" means the *Beverage Container Recycling Regulation, Alta Reg 101/97* as amended.
- k. "Rural Area" means a municipality with an official population of less than 10,000 according to the Government of Alberta's Municipal Affairs' most recent Population List.
- l. "Rural Area – Large" means a municipality with an official population of more than 4,000 and less than 10,000 according to the Government of Alberta's Municipal Affairs' most recent Population List.
- m. "Rural Area – Small" means a municipality with an official population of 4,000 or less according to the Government of Alberta's Municipal Affairs' most recent Population List.

n. "Urban Area" means a municipality with an official population greater than or equal to 10,000 according to the Government of Alberta's Municipal Affairs' most recent Population List other than the City of Edmonton and the City of Calgary.

2.2 Unless otherwise indicated, terms that are defined in the Regulation have the same meaning when they are used in this By-law.

3. Requirements of Permit Holders

General Requirements

3.1 A Permit may only be issued to an individual or individuals or to an incorporated entity.

3.2 Where a Permit Holder is an individual or individuals, the individual or individuals are responsible for compliance with the Regulation, BCMB By-laws, bylaws and policies and with the terms and conditions of the Permit.

3.3 Where a Permit Holder is an incorporated entity, the Permit Holder is responsible for compliance with the Regulation, BCMB By-laws, bylaws and policies and with the terms and conditions of the Permit, and the Permit Holder must identify at least one individual who is jointly and severally responsible with the Permit Holder in this regard.

3.4 The Permit Holder must be the owner or lessee of the location where the Depot is operated.

3.5 A Permit for the operation of a Depot is only valid for the location specified in the Permit.

Information Requirements

3.6 A Permit Holder that is an incorporated entity shall provide, on a yearly basis, a current corporate search disclosing the Directors and Shareholders of that entity, and such further and other corporate information as the BCMB may reasonably require in order to ascertain the identity of the directors and shareholders of that entity.

3.7 A Permit Holder that is an incorporated entity, must provide written notice to the BCMB of any proposed transfer of shares, voting rights or any interest in that entity no later than 60 days before the proposed transfer. Upon receipt of such written notice, the BCMB may request further information regarding the proposed transfer, including financial and other information, and the Permit Holder must provide the requested information.

3.8 If BCMB Management is of the view that the proposed transfer would result in a change in the effective control of the Permit Holder, then within 30 days after receiving written notice and any other information requested from the Permit Holder in accordance with the preceding paragraph, the BCMB shall notify the Permit Holder that:

- a. the Permit will continue in effect with or without amendments; or
- b. that the operation of the Permit is suspended until the Permit Holder complies with certain requirements specified by the BCMB; or
- c. the Permit is cancelled.

3.9 If a Permit Holder that is an incorporated entity transfers shares, voting rights or any interest in that entity and fails to provide the necessary written notice and any other information requested by the BCMB, the BCMB may cancel the Permit, or may suspend the operation of the Permit until the Permit Holder has provided the notice and provided such other information, at which time section 3.8 shall apply.

Financial Requirements

3.10 Unless otherwise specified by the BCMB, the Permit Holder must at all times maintain operating funds or a line of credit in the following amounts:

- a. for a depot located in a Rural Area - Small - \$5,000
- b. for a depot located in a Rural Area – Large - \$20,000
- c. for a depot located in an Urban Area - \$30,000
- d. for a depot located in a Metro Area -\$40,000

Language Requirements

3.11 All individual Permit Holders and all Depot Managers will be required to prove English proficiency in one of two ways:

- a. Proof of birth and/or education in an English-speaking country; or
- b. A Canadian Language Benchmark score of six (6) or better on speaking and listening and score of four (4) on reading and writing.

3.12 Individual Permit Holders and Depot Managers who are unable to provide the documents referenced in section 3.11 must take a Canadian Language Benchmark Assessment Test through SAIT (Southern Alberta Institute of Technology) or NAIT (Northern Alberta Institute of Technology) or another institution approved by the BCMB and must then provide evidence satisfying the requirement in section 3.11 b.

3.13 During the operating hours of a Depot, there must be one individual at the Depot who satisfies the requirements of section 3.11.

4. Depot Requirements

4.1 Unless otherwise provided in the Permit, every Depot must comply with the requirements set out in this section.

Facility Requirements

4.2 For the purpose of this section a counting/sorting station is defined as an outside window for receiving beverage containers, or 1.5 lineal metres of counter space within a Depot:

- a. In Metro Areas, a Depot must have a minimum of 5 counting/sorting stations.

b. In Urban Areas, a Depot must have a minimum of 4 counting/ sorting stations.

c. In Rural Areas, a Depot must have a minimum of 2 counting/sorting stations.

4.3 A Depot must have adequate loading facilities, including:

a. depressed loading dock; and/or

b. large double doors or overhead doors.

4.4 A Depot must have a secure, indoor storage area for the storage of beverage containers and shipping containers supplied by the collection system agent appointed under the Regulation or by a manufacturer of non-refillable containers providing its own collection service;

4.5 A Depot must have adequate heating and lighting to ensure the comfort and safety of customers and staff.

4.6 A Depot must be equipped with a wash sink, or some other BCMB approved method that allows customers to wash their hands after returning beverage containers.

4.7 A Depot must have the signage as specified by the BCMB from time to time, but which, at a minimum:

a. identifies the Depot by name and makes clear that the purpose of the location is the collection of empty beverage containers;

b. describes the hours of operation of the Depot;

c. describes the types of beverage containers that can be returned to the Depot and their applicable refund rates;

d. sets out the offences prescribed by the Regulation and the applicable penalties; and

e. contains any logos or trademarks specified by the BCMB.

Yard and Premises Requirements

4.8 In Metro Areas, a Depot must have designated customer parking for a minimum of twelve (12) vehicles.

4.9 In Urban Areas, a Depot must have designated customer parking for a minimum of ten (10) vehicles.

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- 4.10 In Rural Areas, a Depot must have designated customer parking for a minimum of five (5) vehicles.
- 4.11 Depot yard facilities must be suitable for good access in all weather conditions.
- 4.12 A Depot must provide trash receptacles for customer use for disposal of trash associated with the return of used beverage containers.
- 4.13 The exterior/interior of the depot must be maintained for safety, and as otherwise required in the Permit.

Equipment Requirements

- 4.14 A Depot must have, or have access to:
- a. a forklift; or
 - b. where a depot has a depressed loading dock, a pallet jack for loading beverage containers.
- 4.15 A Depot must have:
- a. a suitable method of litter control;
 - b. a telephone and an active email address;
 - c. a cash register which is capable of generating a customer receipt showing the number of beverage containers at each refund rate, and the total refund as well as the name, address and telephone number of the Depot;
- 4.16 Effective January 1, 2016, Depots handling in excess of ten (10) million containers must have an Industry approved Point of Return (POR) system which displays to the customer the number of beverage containers at each refund rate, and the total refund payable to the customer.
- 4.17 Depots must provide accurate cash refunds on all registered beverage containers submitted by the general public to that Depot.
- 4.18 When requested by the customer, a Depot Operator must provide the customer with a receipt from the cash register.
- 4.19 A Depot must pay the cash refund to a customer on the depot premises.

Cleanliness and Image Requirements

4.20 All staff working at a Depot must be knowledgeable about products being handled and refunds being paid to customers.

4.21 All public areas, including public washrooms, at a Depot must be clean and adequately maintained.

4.22 Effective January 1, 2015 all Depot employees must wear an Industry approved and branded uniform.

Operating Requirements

4.23 A Depot Operator, Depot Manager and all Depot staff shall, in all dealings with customers, the collection system agent appointed under the Regulation, any collection service provider and the general public, adhere to the highest standards of honesty, integrity, fair dealings and ethical conduct.

4.24 Unless otherwise specified in the Permit, or unless otherwise approved by BCMB Management, a Depot must be operated as proposed in the original application for the Permit for that Depot.

4.25 A Depot in a Metro Area must be open to accept beverage containers no less than 52 hours per week including a minimum of 8 hours on Saturday.

4.26 A Depot in an Urban Area with a population greater than 20, 000 must be open to accept beverage containers no less than 40 hours per week including a minimum of 8 hours on Saturday.

4.27 A Depot in an Urban Area with a population of less than 20, 000 must be open to accept beverage containers no less than 28 hours per week including a minimum of 6 hours on Saturday.

4.28 A Depot in a Rural Area located in a town, village or hamlet with a population greater than 4,000 must be open to accept beverage containers no less than 28 hours per week including a minimum of 6 hours on Saturday.

4.29 A Depots in a Rural Area located in a town, village or hamlet with a population less than 4,000 must be open to accept beverage containers no less than 16 hours per week including a minimum of 6 hours on Saturday.

4.30 A Depot must be capable of staffing all sorting/counting stations during peak volume periods.

5. Notice Requirements

5.1 Any written notice from the BCMB relating to this By-Law or any other BCMB By-Law, bylaw, policy or guideline relating to the operation or administration of a Depot may be served on a Depot by leaving a copy of that written communication with the Permit Holder, Depot Manager or any staff member employed by that Depot at the Depot location indicated on the Permit for that Depot, or by being sent by recorded mail to the Permit Holder at the last address for the Permit Holder provided by that Permit Holder to the BCMB.

5.2 Service of the written notice referred to in section 5.1 is effected on the Permit Holder:

- a. If the notice is left with an individual in accordance with section 5.1, on the date that it is left; and
- b. If the document is sent by recorded mail, on the date that acknowledgment of receipt is signed.

6. Regulatory Requirements

6.1 Each and every Permit Holder, Depot Manager and individual identified by a Permit Holder in accordance with section 3.3 is bound by:

- a. the Beverage Container Recycling Regulation, Alta Reg 101/97 as amended;
- b. the Beverage Container Management Board Administrative Bylaw;
- c. the Beverage Container Management Board Administrative Compliance Bylaw;
- d. the Quality Control Progressive Action Policy;
- e. the Uniform Code of Accounts Compliance By-law; and
- f. the Service Agreement between the Alberta Bottle Depot Association and the duly appointed Collection System Agent(s).

6.2 Each and every Permit Holder must be in compliance with all other requirements of all applicable legislation, municipal bylaws and other enactments, including:

- a. The Environmental Protection and Enhancement Act (Alberta);
- b. The Beverage Container Recycling Regulation 101/97;
- c. Beverage Container Management Board Bylaws;
- d. Beverage Container Management Board Operating Permit;
- e. Municipal Bylaws;
- f. Provincial Statutes;
- g. Worker's Compensation Act;
- h. Alberta Safety Codes Act;
- i. Alberta Occupational Health and Safety Act;
- j. Alberta Gaming and Liquor Commission Operating Guidelines;
- k. Alberta Labour Standards; and
- l. Any other applicable Federal, Provincial or Municipal legislation.

6.3 All Permit Holders are required to attend at least one BCMB Regional Meeting per year, the entirety of the annual ABDA Conference, and such other Industry sanctioned meetings as may be required and designated by the BCMB from time to time.

6.4 The BCMB may request from a Permit Holder, a Depot Manager or an individual identified by section 3.3 any information it may require in order to properly regulate Depot operations and Depot reporting requirements, and the Permit Holder, Depot Manager or individual shall provide the requested information.

APPENDIX 4 - BCMB DEPOT COMPLIANCE REVIEW FORM

Appendix 4
BCMB Depot Compliance Review Form



BEVERAGE CONTAINER MANAGEMENT BOARD

DEPOT COMPLIANCE REVIEW FORM

Depot Name:	
City/Town:	
Date:	

Mandatory Criteria (5 points deducted for each Requirement not met)

BCMB approved signage	Y/N	Access to forklift (pallet jack if dock is used)	Y/N
BCMB compliance sign displayed and clearly visible	Y/N	Hand washing facility or visible directional signage	Y/N
Sufficient customer service points	Y/N	Secure loading dock/overhead doors	Y/N
Cash register/detailed receipts	Y/N	Proper/secure storage of shipping containers & materials	Y/N
Depot access to telephone	Y/N	Compliant with UCA requirements	Y/N
Sufficient parking stalls	Y/N	R-bills completed properly	Y/N
Hours requirement satisfied & consistent with BCMB file	Y/N	Attended Regional Meeting	Y/N
All overdue fines/levies paid	Y/N	Attended ABDA AGM	Y/N

Points Deducted _____

Service

I. Sorting/handling duties performed in customer service area?	___/20
II. Customer service process promotes confidence (count out loud, method for recount, interaction)	___/10
III. Quality of receipt	___/6
IV. Donation bin and/or sign clearly visible in customer service area?	___/2
V. Brochures clearly visible in customer service area?	___/2
	___/40

Exterior/Parking Lot/ Depot Access

I. Cleanliness	___/10
II. Maintenance	___/10
III. Exterior parking area	___/10
	___/30

Customer Service Area

I. Cleanliness	___/10
II. Maintenance	___/10
III. Accessibility/layout	___/10

Progressive Action Policy

\$0.00 – \$0.49	20 points
\$0.50 – \$0.99	15 points
\$1.00 - \$1.49	10 points
\$1.50 - \$1.99	5 points
\$2.00 - \$2.25	2 points
> \$2.25	0 points
Currently in PAP	0 points

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Trending Report as per Progressive Action Policy (not to scale)

____/20



Identified Required Improvements From Previous Inspection Completed? (5 points deducted for each incomplete)

Points Deducted

BCMB Required Changes or Improvements

I understand that I must operate my Depot in compliance with the Beverage Container Depot Criteria and the Regulations/Bylaws and policies outlined in Section J. 2. of the Depot Criteria

BCMB Representative

Depot Representative

Mandatory Criteria

The Beverage Container Depot Criteria outlines all mandatory Criteria that must be met by all Bottle Depots in Alberta to maintain quality of service to Albertan's. Five (5) points are deducted for each of the listed Mandatory Criteria that are not met by the Bottle Depot. The Depot Criteria can be found on the BCMB Website and in the Owner & Operator Manual provided by your Depot Representative.

Service

- I. 20 = all sorting/handling done by employee
10 = Partial sorting (i.e. customer required to place containers in flats/pre-sort)
0 = All sorting completed by customers
- II. 10 = Greets customer, counts out loud/uses counting system, name tag, regular use of counting system (i.e. POR, employee tally sheet etc.)
5 = Deficient in one of the above mentioned (not all measures taken/needs improvement)
0 = None of the above measures taken
- III. 6 = # of containers @ refund rate, contact information (Depot name and/or number), receipt easy to read
2 = Deficient in any of the above examples mentioned
0 = Hand written or faded/illegible receipt/no receipt
- IV. 2 = Has a donation sign and/or bin that is clearly visible
0 = Hidden/unnoticeable bin or sign, unspoken program or no donation sign and/or bin
- V. 2 = Brochures are clearly displayed in conspicuous area easily accessible by customer
0 = Brochures not clearly displayed in conspicuous area easily accessible by customer

PUD2014-0333 Beverage Container Recycling Facility – Att 2
ISC: UNRESTRICTED

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Exterior/Parking Lot/ Depot Access

- I. 10 = Depot exterior in pristine condition, no litter anywhere, suitable method of litter control, carts organized/in cart area, building exterior signs are free of obstructions
9-0 = Deficient in one of the above examples
- II. 10 = Depot is well maintained, paint is maintained (no chipping or bare spots), signs (signs stand out, are not weathered, clean, not hand written, easy to read), landscaping/snow removal (landscaping is attractive/similar to surrounding, no out of control weeds, snow is removed for ease of customers and transporting of containers), doors and windows (doors are fully operational, windows/doors free of cracks), All staff aware/can easily access safety equipment, fully equipped first aid kit, safety glasses, up to date/charged fire extinguishers etc.
9-0 = Deficient in one of the above examples
- III. 10 = Enough parking spaces as per Depot Criteria, free of congestion (accessibility and foreign objects such as carts), traffic flows properly
9-0 = Deficient in any of the above examples

Customer Service Area

- I. 10 = Depot interior is in pristine condition, floors are clean/not sticky, garbage is depressed/not overflowing, no litter on the floor/ground, carts if stored inside are organized/out of way of service points, Customer hand washing area/washroom clean, depot interior walls are clean and free of dirt and grime, depot has neutral odor, free of hazards (i.e. clutter or glass on the floor, sharp unmaintained edges, pinch points, unlevelled surface area, mould etc.)
9-0 = Deficient in the above examples
- II. 10 = Depot is well maintained, no holes/openings in Depot walls, depot lighting and heat are adequate, floors properly maintained (no major cracks/peeling of flooring), paint/signs maintained (no hand written signs), customer area fully stocked (other information brochures, wash stations/paper towels etc)
9-0 = Deficient in one of the above examples
- III. 10 = Depot has enough Service Points as per Depot Criteria, enough room for customers to comfortably wait in line, customer service area is free of congestion and clutter (i.e. bottle drive or other inventory stored in customer service area that does not belong), appropriate line/wait time at time of visit, etc
9-0 = Deficient in any of the above examples

Section J. 2. of the Depot Criteria

The applicant must be in compliance with all other requirements of all applicable legislation, municipal bylaws and other enactments, including:

1. Environmental Protection and Enhancement Act;
2. Beverage Container Recycling Regulation 101/97;
3. Beverage Container Management Board Bylaws;
4. Beverage Container Management Board Operating Permit;
5. Municipal Bylaws;
6. Provincial Statutes;
7. Worker's Compensation Act;
8. Alberta Safety Codes Act;
9. Alberta Occupational Health and Safety Act;
10. Alberta Gaming and Liquor Commission Operating Guidelines;
11. Alberta Labour Standards;
12. Any other applicable Federal, Provincial or Municipal legislation.

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PERMIT MATRIX



BEVERAGE CONTAINER MANAGEMENT BOARD

Total Score

20 - 25 5 years
 15 - 19 4 years
 0 - 14 1 year

Criteria	Value	Total Weight	Score	Details
Inspection Score (Average Over Current Permit Length)				
90-100	25	45%		
80-89	20			
70-79	15			
60-69	10			
50-59	5			
< 50	0			
PAP Performance (\$) (Annual Average Over Permit Term)				
0-0.49	25	10%		
0.50-0.99	20			
1.00-1.49	15			
1.50-1.99	10			
2.00-2.25	5			
>2.25	0			
PAP Movement History (Entrances Over Permit Term)				
<5 entrances, no Level 2 or 3	25	10%		
5-8 entrances, no Level 2 or 3	20			
5-8 entrances and/or one Level 2	15			
8-10 entrances and/or one Level 2	10			
10 - 12 entrances and/or one Level 3	5			
> 12 and/or one Level 3	0			
Mystery Shopper- Variance (%) (Average Variance of Last 4 Mystery Shopper Scores)				
0- 0.5	25	20%		
> 0.5 - 1	20			
> 1 – 1.5	15			
> 1.5 - 2	10			
> 2 – 2.5	5			
> or = 2.5	0			
Meeting Attendance				
Regionals	12.5	10%		
ABDA AGM	12.5			
Renewal Process				
Application submitted 30 days prior to expiration, deficiencies submitted within 45 days	25	5%		
Application submitted <30 days prior to expiration and /or deficiencies submitted after 45 days of request	0			
Total				

Last revised- January 31, 2013

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