

## Application to Obtain a Broadcasting Licence to Operate Community Radio Undertaking (including low-power)

### GENERAL INSTRUCTIONS

Applicants should consult the Commission's *Community Radio Policy* in Public Notices CRTC [2000-13](#) dated 28 January 2000 and CRTC [2000-13-1](#) dated 2 February 2000.

#### 1. Filing

File electronically via [Epass](#) by attaching the application to the [Cover page](#). Epass allows secure transmissions to the Commission and also authenticates your identity. Therefore, a signature is not required when using Epass. For more information, see Broadcasting Circular CRTC [2005-466](#), *Electronic filing of applications*. Applicants who file their application in this manner are not required to submit a hard copy of the application and its related documents.

Applicants who cannot send their application electronically with the Epass service or who need further information relative to the CRTC processes can contact the Commission at 1-877-249-CRTC (2782).

#### 2. Confidentiality requests

At your request, portions of the application may be treated as confidential, pursuant to section 20 of the *CRTC Rules of Procedure*.

The onus is on the applicant to request confidentiality for the information or material and to clearly demonstrate that the public interest will best be served by treating the information as confidential. For further information, refer to Circular No. 429 dated 19 August 1998.

Applicants must ensure that documents that they request to be treated as confidential are submitted in a separate electronic file and must indicate *confidential* in the name of the file. It is incumbent upon applicants to clearly identify the confidential documents by indicating confidential on each page and, in such cases, to file an abridged version of the document for the public file. Please refer to Broadcasting Circular CRTC [2006-5](#), *Guidelines for the filing of confidential information to the Commission*.

#### 3. Instructions

The following questionnaire is in HTML format and may be [downloaded](#) to the word processing software of your choice. This enables you to complete the downloaded questionnaire by inserting your response in bold letters immediately following the question. You may add lines to the tables if necessary but do not alter or delete any text from the questionnaire.

The application must be divided into sections as set out in the questionnaire, and include the numbered questions followed by the corresponding response. Responses must be provided, at a minimum, in a size 10 font.

##### Naming convention for the electronic documents

The following documents should be submitted as separate electronic documents using the naming convention specified below. The document number (Doc#) indicates the ascending order in which the documents should appear on the public file.

- The Covering Letter (if any) - APP - Doc1 - Cover Letter dated \_\_\_\_
- The Application Form - APP - Doc2 - Form \_\_\_\_ "Application to Obtain a Broadcasting Licence to Operate Community Radio Undertaking (including low-power)"
- Appendix 1A - APP - Doc3 - Appendix 1A - Supplementary Brief
- Appendix 2A - APP - Doc4 - Appendix 2A - Constituting documents (or drafts)
- Appendix 5A - APP - Doc5 - Appendix 5A - Contour Maps
- Appendix 5B - APP - Doc6 - Appendix 5B - Documentation - Availability of proposed Transmitter Site(s)
- Appendix 6A - APP - Doc7 - Appendix 6A - Block Program Schedule
- Each confidential document - NOT WEB - APP - Doc - CONFIDENTIAL - "brief description of the document"
- Each abridged version of each confidential document - APP - Doc - ABRIDGED VERSION - "same description of document for which confidentiality is requested"

The Commission may return the application if it has not been duly completed or if the required technical documentation has not been filed with Industry Canada. The onus will be on the applicant to submit a clear application that provides all of the relevant information, identifies all regulatory issues raised in the application and provides supporting documentation.

#### 4. Public examination file

Copies of the Commission's letters requesting further information and copies of your replies form part of the application and must be available for examination by the public.

Canadian Radio-television and Telecommunications Commission

Application to Obtain a Broadcasting Licence  
to Operate Community Radio Undertaking  
(including low-power)

1. GENERAL INFORMATION

TYPE OF STATION: AM ( ) FM ( X ) Check here if low-power\* ( )  
TYPE A ( ) TYPE B ( X )

\* Low-power AM is an undertaking with a transmitter power of less than 100 watts in the 525 - 1705 kHz band. Low-power FM is an undertaking with a maximum Effective Radiated Power (ERP) of 50 watts and transmitting antenna height of 60 metres in the 88 - 108 MHz band.

LOCATION OF UNDERTAKING: Gabriola Island, BC \_\_\_\_\_

1.1 IDENTIFICATION OF PROPOSED LICENSEE (hereinafter the applicant)

NAME: Gabriola Radio Society  
ADDRESS: #9 - 575 North Road, Gabriola Island, BC V0R 1X0  
FAX: 250.247.9852  
E-MAIL: stnmgr@ckgi.ca

CONTACT PERSON REPRESENTING THE APPLICANT  
(if there is no appointed agent under question 1.2)

NAME: Ken Zakreski  
TITLE: Chief Executive Officer  
TELEPHONE: 250.247.9891

Please indicate the E-Mail address and FAX number that should be specified in a Public Notice.

FAX: 250.247.9852  
E-MAIL: stnmgr@ckgi.ca

1.2 APPOINTMENT OF AGENT

I, \_\_\_\_\_, the applicant, hereby appoint \_\_\_\_\_ as my agent for and on my behalf and in my name to sign, file and complete (if necessary) an application with the Canadian Radio-television and Telecommunications Commission and to sign and file a reply with respect thereto and I do hereby ratify, confirm, and adopt as my own act, such application and all replies made thereto.

Date:  
At:  
Signature:  
ADDRESS OF AGENT:  
TITLE:  
TELEPHONE:  
FAX:  
E-MAIL:

1.3 DECLARATION OF THE APPLICANT OR ITS APPOINTED AGENT

I, \_\_\_Ken Zakreski\_\_\_\_\_ SOLEMNLY DECLARE THAT:

- a) I am the representative of the applicant named in this Application Brief and as such have knowledge of all matters declared therein.
- b) The statements made in this application, or any document filed pursuant to any request for further information by the Commission, are (will be) to the best of my knowledge and belief true in all respects.
- c) The opinions and estimates given in this application, or any document filed pursuant to any request for further information by the Commission, are (will be) based on facts as known to me.
- d) I have examined the provisions of the *Broadcasting Act* and the broadcasting regulations relevant to this application.

AND I HAVE SIGNED  
Signature:

Date:

WITNESSED BY

Signature:

Name (Printed):

Date:

At:

1.4 EXAMINATION BY THE PUBLIC

Indicate a location, within the area to be served, where the application may be examined by the general public.

ADDRESS: Gabriola Branch, Vancouver Island Regional Library, #5 - 575 North Road, Gabriola Island, BC

## 2. OWNERSHIP

2.1 Complete the following table relating to the directors and officers, including the Chief Executive Officer, of the applicant. Please note that all sections must be completed.

DIRECTORS AND OFFICERS				
Name	Complete Home Address	Citizenship	Position Held	Directors: Date and Term of Appointment
<b>Gerry Mountain</b>	355 Calderview Place, Gabriola Island, BC V0R1X2	Canadian	Director	2 years
<b>Kathy Ramsey</b>	330 Maudie Miller Way, Gabriola Island, BC V0R1X1	Canadian	Director	2 years
<b>Ken Zakreski</b>	1010 Keith Drive South, Gabriola Island, BC V0R1X2	Canadian	Director	2 years
<b>John Haque</b>	1379 Sea Lovers Lane, Gabriola Island, BC V0R1X5	Canadian	Director	2 years

**SUPPORTING DOCUMENT TO BE APPENDED:**

**APPENDIX 2A** Copy of all constituting documents (for example, Letters Patent, By-Laws, etc.) of the applicant.

## 3. FINANCIAL OPERATIONS

3.1 In accordance with Generally Accepted Accounting Principles (G.A.A.P.), complete the following summary of the estimated annual revenue and expenses for each 12-month period ending 31 August of the proposed licence term:

	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	TOTAL
<b>REVENUE (after agency commissions)</b>								
(\$000)								
Network Payments	0.2	0.2	0.2	0.2	0.2	0.2	0.2	1.4
National Advertising	1	2	3	4	4	4	0	18
Local Advertising	5	10	10	10	10	10	10	55
Fund-raising activities	10	10	10	20	20	20	20	110
Government funding	0	0	0	0	0	0	0	0
Non-government funding (such as grants and fund-raising campaigns, etc.)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	3.5
Other (Specify): Merchandize-hat, tshirt, stickers, CD's	1.2	0.9	3.5	4.5	2.9	5.9	7.9	26.8
<b>TOTAL REVENUE</b>	<b>17.9</b>	<b>23.6</b>	<b>27.2</b>	<b>39.2</b>	<b>37.6</b>	<b>40.6</b>	<b>28.6</b>	<b>214.7</b>
<b>OPERATING EXPENSES</b>								
(\$000)								
Programming	3	5.5	6.5	7.9	8.2	9.2	10.2	50.5
Technical	12	12	12	12	12	12	12	84
Sales, Advertising and Promotion	1	1	1	1	1	1	1	7
Administration and General	2	2	2	2	2	2	2	14
<b>TOTAL OPERATING EXPENSES</b>	<b>18</b>	<b>20.5</b>	<b>21.5</b>	<b>22.9</b>	<b>23.2</b>	<b>24.2</b>	<b>25.2</b>	<b>155.5</b>
<b>NON-OPERATING EXPENSES</b>								
(\$000)								
Depreciation	12	12	12	0	0	0	0	36
Interest	0	0	0	0	0	0	0	0
Other Adjustments-Expenses (Income)	0	0	0	0	0	0	0	0
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36</b>
<b>TOTAL EXPENSES</b>	<b>30</b>	<b>32.5</b>	<b>33.5</b>	<b>22.9</b>	<b>23.2</b>	<b>24.2</b>	<b>25.2</b>	<b>191.5</b>
Estimated pre-tax income (loss)	(12.1)	(8.9)	(6.3)	16.3	14.4	16.4	3.4	23.2
Provision for Income Taxes	1	1	1	1	2	2	2	10
<b>NET INCOME (LOSS) AFTER TAXES</b> (for broadcasting operations only)	<b>(13.1)</b>	<b>(9.9)</b>	<b>(7.3)</b>	<b>15.3</b>	<b>12.4</b>	<b>14.4</b>	<b>1.4</b>	<b>13.2</b>

3.2 Provide a projected statement of pre-operating costs for the period prior to the commencement of operation and a pro forma statement of changes in financial position relating to the proposed station for each of the first seven years of operation.

### Projected Pre-operating Costs and First Month Operations

#### Start Up

##### Transmitter facilities

transmitter, exciter, cable, antennae \$13,000  
 stereo generator 2,000  
 tower rigging 2,000

**Studio Transmitter Loop**

Telus set up costs 1,000

**Professional Services**

Industry Canada brief, CRTC assistance 3,000

**Studio costs**

mixer, booms, microphones, computers 6,000

lease hold improvements 4,000

Contingency 6,000

**Total \$37,000**

**Operating Costs (per month)**

**Transmitter facilities**

power, site rental, tower aperture \$100-300

**Studio Transmitter Loop**

Telus line lease 50 - 80

**Operations**

Non profit society 100

Salaries: Management & Staff 1200

office costs (telephone, stationary, postage) 200

**Studio**

media, building maintenance 200

**Total ( highest estimated amount ) \$2,080/ mo**

Plan "A" most likely

**Gabriola Radio Society**

**pro forma Statement of Changes in Financial Position**

**For the year 0 ending August 31**

Operating Activities

Increase (-Decrease)

Net Income .....\$38,000

Increase in Equipment .....-22,000

Increase in Startup Costs .....-16,000

Net Cash Flow from Operating Activities .....\$0.00

Cash on Hand at beginning of year .....\$ 1,000

Change in Cash .....0.00

Cash on Hand at end of year .....\$ 1,000

**Gabriola Radio Society**

**pro forma Statement of Changes in Financial Position**

**For the year 1 ending August 31**

Operating Activities

Increase (-Decrease)

Net Income .....\$-13,100

Add Depreciation .....12,000

Net Cash Flow from Operating Activities .....\$-1,100

Cash on Hand at beginning of year .....\$ 1,000

Change in Cash .....-1,100

Cash on Hand at end of year .....\$ -100

**Gabriola Radio Society**

**pro forma Statement of Changes in Financial Position**

**For the year 2 ending August 31**

Operating Activities

Increase (-Decrease)

Net Income .....\$ -9,900

Add Depreciation .....12,000

Net Cash Flow from Operating Activities .....\$2,100

Cash on Hand at beginning of year .....\$ -100

Change in Cash .....2,100

Cash on Hand at end of year .....\$2,000

**Gabriola Radio Society**

**pro forma Statement of Changes in Financial Position**

**For the year 3 ending August 31**

Operating Activities

Increase (-Decrease)

Net Income .....\$ -7,300

Add Depreciation .....12,000

Net Cash Flow from Operating Activities .....\$ 4,700

Cash on Hand at beginning of year .....\$2,000

Change in Cash .....4,700

Cash on Hand at end of year .....\$6,700

**Gabriola Radio Society  
pro forma Statement of Changes in Financial Position  
For the year 4 ending August 31**

Operating Activities  
Increase (-Decrease)  
Net Income .....\$15,300  
Net Cash Flow from Operating Activities .....\$15,300  
Cash on Hand at beginning of year .....\$6,700  
Change in Cash .....15,300  
Cash on Hand at end of year .....\$22,000

**Gabriola Radio Society  
pro forma Statement of Changes in Financial Position  
For the year 5 ending August 31**

Operating Activities  
Increase (-Decrease)  
Net Income .....\$12,400  
Net Cash Flow from Operating Activities .....\$12,400  
Cash on Hand at beginning of year .....\$22,000  
Change in Cash .....12,400  
Cash on Hand at end of year .....\$34,400

**Gabriola Radio Society  
pro forma Statement of Changes in Financial Position  
For the year 6 ending August 31**

Operating Activities  
Increase (-Decrease)  
Net Income .....\$14,400  
Net Cash Flow from Operating Activities .....\$14,400  
Cash on Hand at beginning of year .....\$34,400  
Change in Cash .....14,400  
Cash on Hand at end of year .....\$48,800

**Gabriola Radio Society  
pro forma Statement of Changes in Financial Position  
For the year 7 ending August 31**

Operating Activities  
Increase (-Decrease)  
Net Income .....\$ 1,400  
Net Cash Flow from Operating Activities .....\$1,400  
Cash on Hand at beginning of year .....\$48,800  
Change in Cash .....1,400  
Cash on Hand at end of year .....\$50,200

- 3.3 Provide a detailed listing of all the basic underlying assumptions upon which the financial projections in questions 3.1 and 3.2 above have been prepared, including expected inflation rates and whether the projections have been prepared using current or constant dollars.

**Inflation remains constant at <3% per year**  
**All reporting is using current dollars**  
**Grant funding achieves \$1 in 40 tries success rate.**  
**RDN approves levy based on population of Gabriola.**  
**Theft will not exceed \$3,000 per year**  
**Funding and sales estimates are met**  
**We will be taxed at 35% of net income**  
**Revenues and expenses are at cash terms**  
**Start up fund drive meets \$38,000 target**  
**We secure a \$1,000 no interest overdraft account**

**4. MARKETING INFORMATION**

- 4.1 As a basis for revenue calculations, specify the following:

<b>FOR ALL PERSONS Ages 12+</b>	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7
Total Weekly Hours of Listening	0.25	0.25	0.25	0.25	0.3	0.3	0.3
Share of Market Listening Hours (%)	0.1	0.1	0.1	0.1	0.1	0.1	0.1
Reach (000)	0.5	0.5	0.5	0.5	0.5	0.5	0.5

- 4.2 Provide quantitative estimates of the population within the service contours, as well as an estimate of the population within the area to which the station's principal marketing activities will be directed:

	3 mV/m CONTOUR (FM) 15 mV/m CONTOUR (AM)	0.5 mV/m CONTOUR (FM) 5 mV/m CONTOUR (AM)
Population	6,800	150,000
Households	3,900	68,000

4.3 Identify the sources from which population data has been obtained. **Stats Can (2006) Census**

## 5. TECHNICAL INFORMATION

5.1 a) Have all required technical documents been filed with Industry Canada? Please note that the Commission cannot consider your application further until all documents are filed.

YES (  ) NO ( )

b) I hereby authorize the Commission to include as part of this application any document or correspondence filed with Industry Canada with respect to this application.

YES (  ) NO ( )

If NO, explain.

5.2 In accordance with paragraphs 138-139 of Broadcasting Regulatory Policy CRTC [2010-499](#), *Campus and community radio policy*, dated 22 July 2010, please answer the following:

a) Provide a list of the low power radio stations that may be affected by this application. **NONE**

b) Have you contacted the community and campus radio stations on this list to inform them that their station may be affected by this application? **NA**

Yes ( ) No ( )

If no, indicate why not, providing a detailed rationale.

**Not applicable**

5.3 Provide the following technical information:

	PROPOSED OPERATION	NOTE
Frequency	<b>98.7 MHz</b>	kHz for AM MHz for FM
Channel and Class	<b>254, Class A1</b>	
Transmitter power (for <b>AM</b> )		Watts
<b>MAXIMUM</b> ERP - Effective Radiated Power (at beam-tilt angle) (for <b>FM</b> )	<b>80 Watts</b>	If no beam-tilt is used, provide ERP in horizontal plane
<b>AVERAGE</b> ERP - Effective Radiated Power (at beam-tilt angle) (for <b>FM</b> )	<b>80 Watts</b>	If no beam-tilt is used, provide ERP in horizontal plane
<b>EHAAT</b> - Effective Height Above Average Terrain	<b>178 metres</b>	FM only
Antenna and Transmitter Site Coordinates	<b>49 08 52 N. 123 47 18 W.</b>	North Latitude West Longitude
Studio Location(s)	<b>lot 29 Lockinvar Lane, Gabriola BC</b>	City and, where possible, street address
Subsidiary Communications (SCMO)/ Subsidiary Data	YES ( ) NO ( <input checked="" type="checkbox"/> )	If YES, specify
Programming Feed Method(s)	<b>program audio lines</b>	Satellite, microwave, fibre optic, other (specify)
If rebroadcasting other station(s), identify station(s) rebroadcast		Call Letters Frequency Location

### SUPPORTING DOCUMENTS TO BE APPENDED:

#### APPENDIX 5A

In the case of a regular power station, provide a clearly legible copy of the maps required in the Engineering Brief submitted to Industry Canada, and which show the proposed coverage contours.

In case of proposal for a conversion from AM to FM, provide a comparison of the 5 mV/m AM contour with the 0.5 mV/m FM contour and of the 15 mV/m AM contour with the 3 mV/m FM contour.

In the case of a low-power AM, provide a copy of a map showing the proposed 0.5 mV/m, 5 mV/m and 15 mV/m coverage contours.

In the case of a low-power FM, provide a copy of a map showing the proposed 0.5 mV/m and 3 mV/m coverage contours.

The Commission encourages you to submit your proposed coverage area contours in a geographical information system (GIS) compatible file format (for example, .mid/.mif, .tab, .dxf, .dwg, .e00, .shp, .dgn). Also provide the map datum and projection used. This file can be submitted electronically or on a diskette.

#### APPENDIX 5B

Documentation supporting the availability of the proposed transmitter site(s).

## 6. PROGRAMMING

The following section relates to the programming obligations set out in the Commission's *Community Radio Policy* in Public Notice CRTC [2000-13](#) dated January 28, 2000. Reference should be made to Public Notice CRTC [2000-14](#) entitled *Revised Content Categories and Subcategories for Radio* issued on January 28, 2000 for details on content categories and subcategories.

Applicants are reminded that, except where the Commission has provided otherwise in a condition of licence, they must also comply with the regulatory requirements set out in the *Radio Regulations, 1986* (the regulations), as amended from time to time.

For the purpose of answering the following section, applicants are reminded that, in accordance with the regulations, a "broadcast week" refers to the total number of hours devoted to broadcasting during the 126-hour period extending from 6:00 a.m. to midnight, for seven consecutive days beginning on Sunday.

**6.1 CONDITIONS OF LICENCE**

The applicant will adhere to all conditions of licence stipulated in Public Notice CRTC [2000-157](#):

YES (  )

NO (  )

If NO, outline proposal and provide justification for the proposed exception.

**6.2 LANGUAGE(S) OF PROGRAMMING**

a) The principal language of programming will be: **English**

b) Other languages of programming: **French, Aboriginal**

Languages	Per broadcast week		
	Hours	Minutes	% of total programming
Other official language (MAXIMUM)	1	30	1.5
Languages of Aboriginal Canadians (MINIMUM)		30	0.5
Third-language programming <sup>(1)</sup> (MINIMUM)	2.0	0	2.0

(1) Applicants who propose to provide ethnic programming must respond to questions 6.11 and 6.12 (Ethnic Programming).

**6.3 HOURS OF BROADCAST**

The applicant **UNDERTAKES** to broadcast 101 hours per broadcast week and not to increase or decrease this number by more than 20% without seeking Commission approval.

**6.4 SPOKEN WORD**

a) ONLY TYPE A COMMUNITY STATIONS MUST ANSWER THIS QUESTION

NOTE: The Commission generally expects Type A stations to devote, during each broadcast week, at least 15% of their programming to Spoken Word, with emphasis on community-oriented Spoken Word. Specific commitments are assessed on a case-by-case basis.

The applicant **UNDERTAKES** to devote at least 15% of its programming during each broadcast week to Spoken Word (content category 1) which is comprised of News (content subcategory 11) and Spoken Word - Other (content subcategory 12), as defined in Public Notice CRTC [2000-14](#), with an emphasis on community-oriented Spoken Word.

YES (  )

NO (  )

If NO, outline proposal and provide justification for the proposed exception.

b) TYPE A AND TYPE B COMMUNITY STATIONS MUST ANSWER THESE QUESTIONS

i) The applicant **UNDERTAKES** to devote, during each broadcast week, a MINIMUM percentage of news time to the following:

Local News	9%
Regional News	5%

ii) Please list the communities that you consider "local" in your news coverage:

**Gabriola, Nanaimo, Cedar, Yellowpoint, Lyaccksun IR#3, Nanaimo River IR#2,3,4, Chemainus IR#13, Nanaimo Town #1 and the Islands of: Valdes, Mudge, DeCourcy, Pylades, Whaleboat, Tugboat, Link, Entrance, Protection, Newcastle.**

**6.5 MUSIC CATEGORY BREAKDOWN**

Please indicate the music mix to be broadcast by the station by specifying the MINIMUM percentage of music in one or more of the subcategories set out below. The total percentage may not exceed, but need not add up to, 100%.

MUSIC SUB-CATEGORY BREAKDOWN - SPECIALTY FORMATS		
MUSIC SUB-CATEGORY	DESCRIPTION	MINIMUM % OF TOTAL MUSIC

21	Pop, Rock and Dance	10
22	Country and Country-Oriented	0
23	Acoustic	2
24	Easy Listening	2
31	Concert	4
32	Folk and Folk-Oriented	8
33	World Beat and International	8
34	Jazz and Blues	10
35	Non-classic Religious	7

**6.6 STATION PRODUCTION**

The applicant expects to broadcast a MINIMUM of  95  :  45  (hours:minutes) of station-produced programming during each broadcast week.

**6.7 SOURCES OF PROGRAMMING**

a) The applicant proposes to operate as part of a network:

YES ( )

NO ( X )

If YES, specify the name(s) of the network(s) and the number of hours (based on 24-hour days) and type of programming to be broadcast per week:

Name	Hours:Minutes	Type (f)

(f) Type of programming delivered by network (for example, sports, talk, entertainment, etc.)

b) The applicant proposes to broadcast programming originating from another station:

YES ( )

NO ( X )

If YES, specify originating station:

c) The applicant expects to broadcast a MAXIMUM of  5  :  30  (hours:minutes) of acquired programming in a broadcast week.

d) **TYPE B** community stations that expect to broadcast network or acquired programming must outline how these programs will complement, but not replace, their local programs:

**Our network programming will compliment local programs by providing a context to perform in. We desire to carry independently produced and CBC International news.**

**6.8 LOCAL TALENT DEVELOPMENT**

Please provide plans for the licence term with respect to the development of local talent, in particular projects to promote and feature music by new Canadian artists, local artists and artists whose music is seldom heard on other stations.

**Gabriola Radio Society is committed to the development of local and Canadian Talent, and will promote and feature music by new and emerging artists. We have already produced a series of live shows featuring new music by local musicians.**

Typical exposure available to these artists will include:

**a. Regular airplay. In addition to a general commitment to broadcast at least 35% of musical selections by Canadian artists, each program host will be encouraged to play at least 5% of musical selections from the new releases of local area artists.**

**b. Featured exposure on programs. Music programs will regularly feature local and Canadian artists in multiple track sets with significant background information. In addition, the one hour weekly program Localia will focus solely on such artists.**

**c. In studio appearances. The station will aggressively promote involvement of artists in interview appearances, guest hosting, and live studio performances.**

**d. Promotion of live performances. The station will encourage local live music by offering extensive free promotion of upcoming local performances.**

**e. Gabriola Radio Society will be, in a sense, a Canadian Talent development enterprise. Through the station, hundreds of Canadians will have free access to a dynamic, creative environment in which to build their management and broadcasting talents. The programming of the station these volunteers operate will in turn, promote the development of individual and cooperative aspirations of the local artistic community.**

**6.9 VOLUNTEER PARTICIPATION**

Please describe your current and/or proposed measures to:

a) facilitate community access to programming;

**One of the primary goals of Gabriola Radio Society will be to operate an accessible but high-quality training program from which diverse community members will emerge as knowledgeable, responsible, and articulate broadcasters.**

- b) promote the availability of training throughout the community; and

A semi-annual recruitment drive, featuring extensive on-air and community notices, is expected to bring in approximately 200 volunteers per year.

The training program will have the following principle stages for all volunteers.

A. Volunteer application form: a simple double-sided single page which contains general interest and specific aptitude questions to determine area(s) of skill and interest.

B. General orientation session: two-hour session on station regulations and policies, during which each participant is given the ~50 page volunteer handbook.

C. Departmental training: a series of from one to five two-hour sessions on a selected facet of operations. Although 75% of volunteers are expected to choose programming, others will receive training in radio administration, public relations, promotions, and technical training. There will be no restrictions on volunteers taking multiple streams of training.

D. Training assessment: a specific "test" assignment relating to the volunteer's area of training (ex. A demo tape for programming volunteers, newscast of news volunteers).

E. Departmental placement: a two to four-week opportunity to demonstrate a commitment to, and understanding of the station's mission and operations under the supervision of a department head.

- c) provide for the ongoing training and supervision of those within the community wishing to participate in programming.

Volunteers, under supervision of a small paid staff, will be trained for responsibility of over all production and broadcasting activities. Through the radio licensing component of the station's training program, they will understand the measures required for adherence to the station's conditions of licence. No volunteer will be assigned an on-air programming responsibility without completing the entire training program (see below). Any violation of programming responsibility will be subject to dismissal or progressive discipline depending on the severity of the infraction.

Monitoring daily broadcast operations with respect to the conditions of licence will be the responsibility of a full-time paid staff member. Under supervision of the Station Manager, the Program Director with the assistance of the Music and News Directors will monitor and provide regular reports on programming to the entire Executive Committee.

Once the training program has been completed, the Programming Committee (composed of programming department heads and other department volunteers) will review prospective programs and select new programs to fill any current vacancies.

In addition to the extensive training for incoming volunteers, the station will require participation of each active volunteer in annual "refreshment training" sessions, designed to highlight new station developments and policies, and to discourage a common tendency over time to diminishing diligence.

#### 6.10 INDUSTRY CODES

The applicant accepts, as **CONDITIONS OF LICENCE**, to adhere to the following codes during all hours of broadcast:

- a) The Canadian Association of Broadcasters' [Broadcast Code for Advertising to Children](#) (Public Notice CRTC [1993-99](#), [Revised Broadcast Code for Advertising to Children](#), dated 30 June 1993), as amended from time to time and approved by the Commission.

YES (  )

NO (  )

If NO, provide reasons.

- b) The [Canadian Association of Broadcasters' Equitable Portrayal Code](#), (Broadcasting Public Notice CRTC [2008-23](#), [Equitable Portrayal Code](#), dated 17 March 2008), as amended from time to time and approved by the Commission (to be suspended as long as the licensee is a member in good standing of the Canadian Broadcast Standards Council).

YES (  )

NO (  )

If NO, provide reasons.

#### ETHNIC PROGRAMMING

. Applicants proposing ethnic programming must complete questions 6.11 and 6.12.

. For more information on ethnic programming, applicants should consult Public Notice CRTC [1999-117](#) entitled *Ethnic Broadcasting Policy*, and consequent amendments to the *Radio Regulations, 1986*, set out in Public Notice [2000-92](#).

#### 6.11 Market with a local ethnic radio station

The applicant will operate in a market served by an ethnic radio station:

YES (  )

NO (  )

**6.12 Ethnic programming by linguistic category**  
Complete the following table relating to the broadcasting of ethnic and third-language programming.

Please note that a "broadcast week" refers to the total number of hours devoted to broadcasting during the 126-hour period extending from 6:00 a.m. to midnight, for seven consecutive days beginning on Sunday. Percentages should be based on the total number of hours of programming broadcast by the station in a broadcast week (that is, the total number of hours of programming by the station in a broadcast week may be less than or equal to 126 hours).

Please note that ethnic programming means programming provided in any language, that is specifically directed to any culturally or racially distinct group other than one that is Aboriginal Canadian or from France or the British Isles. Ethnic programming may be in English, French, a third-language or a combination of languages. Third-language programming means programming in languages other than French, English or those of Aboriginal Canadians.

In determining the languages of ethnic programming, DO NOT consider music, advertising, station contests and community and emergency messages during a particular ethnic program. However, in calculating the actual duration of each program, those elements must be counted.

Language in which ethnic programming is provided	Ethnic group to which it is directed	Total duration of this programming per broadcast week (hours:minutes)	% of the total programming provided during each broadcast week that is devoted to this type of programming
% of the total programming provided during the broadcast week that is devoted to ETHNIC PROGRAMMING			
% of the total programming provided during the broadcast week that is devoted to THIRD-LANGUAGE PROGRAMMING			

**In the case of a conversion from the AM band to the FM band only**

I hereby request authority to simulcast the programming of my new FM station on my existing AM station for a transition period of the three months following implementation.

YES ( )

NO ( X )

( ) Check here if applicable

Should the proposed FM station be approved and a new licence be issued, and a simulcast period be granted, I hereby request that the Commission revoke, pursuant to Sections 9(1)e) and 24(1) of the "Broadcasting Act", the licence issued to my AM station at the end of the approved simulcast period.

( ) Check here if applicable

Should the proposed FM station be approved and a new licence be issued, and no simulcast period be required, I hereby request that the Commission revoke, pursuant to Sections 9(1)e) and 24(1) of the "Broadcasting Act", the licence issued to my AM station following implementation on the new FM station.

Block Schedule shows

TOTAL HOURS OF STATION-PRODUCED PROGRAMMING: 121 HOURS

A legend is used to facilitate the entries made in the various blocks. Spoken Word, Category 2, Category 3.

**BOOK OF SUPPORTING DOCUMENTS**

APPENDIX NUMBER AND NAME		APPENDED (Yes or No)	E-FILED (Yes or No)
<b>SECTION 1: GENERAL INFORMATION</b>			
1A	Supplementary Brief	YES	
<b>SECTION 2: OWNERSHIP</b>			
2A	Constituting documents (or drafts)	YES	
<b>SECTION 5: TECHNICAL INFORMATION</b>			
5A	Contour Maps	YES	
5B	Documentation - Availability of proposed Transmitter Site(s)	YES	
<b>SECTION 6: PROGRAMMING</b>			
6A	Block Program Schedule	YES	

This document is available in alternative format upon request.  
CRTC 114 (2010-08-26) - New Community Radio  
version française disponible

\*\*\*End of Document\*\*\*  
Have a nice supper!