



NCRA-ANREC
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March 20, 2014

John Traversy
Secretary General
Canadian Radio-television and Telecommunications Commission
Ottawa, Ontario, K1A 0N2

Secretary General,

Re: Broadcasting Notice of Consultation CRTC 2014-58
(Renewal of broadcasting licences for campus and community radio programming undertakings expiring August 31, 2014)

In support of the following applications:

1. CKDJ-FM Algonquin Radio (CKDJ-FM)
2. Corporation des médias étudiants de l'Université Laval (CHYZ-FM)
3. Utilities Consumers' Group Society (CJUC-FM)

1. We are writing on behalf of the National Campus and Community Radio Association/ l'Association nationale des radios étudiantes et communautaires ("NCRA/ANREC") in support of three renewal applications for radio programming undertaking licences expiring 31 August 2014. These three campus and community ("c/c") radio broadcasters have been found in apparent non-compliance with section 9(2) of the Radio Regulations, 1986, which pertains to annual reports. We request an opportunity to appear if there is a hearing.

2. The NCRA/ANREC is a not-for-profit national association working to recognize, support, and encourage non-profit, public-access, volunteer-based campus and community-based broadcasters in Canada. We offer advice and advocacy for our member stations, and conduct lobbying and policy development initiatives within the sector with the intention of forwarding the role and growing the effectiveness of our sector. Our goals include ensuring stability and support for member stations, and to promote the long-term growth and effectiveness of the sector. We currently have more than 85 members, including the three stations discussed in this letter: CHYZ-FM, CKDJ-FM, and CJUC-FM.

3. CKDJ-FM has been broadcasting from Algonquin College in Ottawa since 1972, first by closed circuit, and then on FM beginning in 1994. The station serves Ottawa by adopting a unique “all Ottawa” music policy. Their target demographic is young people aged 17-24. They intend to connect with their community through remote broadcasts and in-studio performances. Previously licensed as an instructional station that operated as part of the College’s Radio Broadcasting program, they are now well prepared and equipped to train volunteers and have begun recruiting them from the campus and community for their on-air programming.

4. CHYZ-FM has been broadcasting in French from Université Laval in Sainte-Foy, Québec since the early 1990s, originally by closed circuit and cable FM. They obtained an FM licence in 1997, and increased their power in 2005 to reach the entire greater Québec City area. They broadcast music from a range of genres, and students from Laval comprise a large proportion of the station’s volunteers. Since their last licence renewal they have won several awards for their website and their radio programming, including one for the best college or university radio station from Association québécoise de l’industrie du disque, du spectacle et de la vidéo (ADISQ).

5. CJUC-FM has been broadcasting from the Yukon Arts Centre in Whitehorse since 2003, and it is run completely by volunteers. The station is completely digital and is run using open source web-based software developed in the Yukon. They are well-connected to the local arts and music society in Whitehorse, and their volunteers produce radio programs featuring live performances. They work with several organizations to produce unique programming and in the future will broadcast the Arts in the Park live outdoor concert series.

6. These stations all work hard to be invaluable parts of their communities. They provide public access to the airwaves, volunteer training, opportunities for participation in the station’s programming and governance, and exposure to local and emerging talents.

7. These stations all operate with relatively lean budgets, and rely extensively (and in some cases, fully) on the work of volunteers. In the c/c sector, wages tend to be low, so staff and volunteer turnover can be high. This can result in institutional memory being lost. The NCRA/ANREC acknowledges that these factors cannot excuse non-compliance, but they do contribute to the ongoing challenges that stations may face in understanding and fulfilling regulatory requirements.

8. We have been in contact with each of these stations about their apparent non-compliance. Based on our conversations, we believe they fully understand the requirements set out in s. 9(2) of the Regulations, and have taken steps to address any issues that may have contributed to the apparent non-compliance in the past. They have also taken appropriate steps to ensure that they remain in full compliance in future, regardless of financial and other challenges.

9. The NCRA/ANREC provides regulatory support to member stations. For the last two years, our Executive Director and Membership Coordinator have led a campaign to ensure that member stations submitted their annual returns on time. In addition, our Regulatory Affairs Director and Executive Director provide one-on-one support to many of our member stations in addition to offering general compliance resources including: a membership listserve, a guide to the best practices for starting a c/c station, a bilingual Regulatory Support Guide, national conference workshops on regulatory issues, and a

web-based policy exchange. The NCRA/ANREC also conducts regulatory audits of member stations and is developing a regulatory self-audit to add to our list of member resources.

10. It is noteworthy that CKDJ, CHYZ, and CJUC all submitted their annual returns on time for 2011-2012 and 2012-2013, as well as returns that were in arrears from previous years.

11. We have recommended to our members in general, and to these three stations in particular, that they take steps to ensure continual compliance going forward. These steps include:

- developing procedures, policies and systems that can safeguard against further instances of non-compliance with the Regulations;
- creating policies and procedures for ongoing regulatory training, supervision and oversight for staff and volunteers;
- developing systems that confirm regulatory deadlines are met, including adding regulatory compliance tasks into staff and volunteer job descriptions, improving board training and director resources; and
- making station policies and procedures clear and accessible

12. We have been informed by these three member stations that they have already developed and committed to making concrete changes, which we believe will make non-compliance less likely in the future. For example:

13. CKDJ-FM have confirmed they are creating a board and staff calendar with important dates, including two dates for annual returns (one on November 1st to start the process and a second on November 30th highlighting the deadline). The board will include regulatory compliance as a standing agenda item. They will use this time to go over one important regulatory item each meeting. They intend to also draw information from the NCRA/ANREC Regulatory Support Guide and other relevant sources.

14. CHYZ-FM have included the filing of annual returns as a staff responsibility in their society bylaws and have instituted two-year board terms for some of their members as a way to preserve institutional memory. They intend to create a calendar of important dates and to include compliance as a standing agenda item at each board meeting. They will review the calendar regularly, as well as the compliance responsibilities contained in the NCRA/ANREC's "Guide des politiques de diffusion."

15. We have been informed that CJUC's non-filing in 2011 occurred as a result of a technical glitch that led to confusion during the web submission process. CJUC-FM have added into their annual returns procedure a requirement that staff must contact the Commission to double check if there is any doubt about whether a return submitted electronically has been received. They will also include the filing dates on their board calendar for review at each meeting, in addition to consulting the NCRA/ANREC Regulatory Support Guide.

16. The NCRA/ANREC strongly encourages the Commission to renew the licences of these three NCRA/ANREC member stations for the longest possible terms. We recognize that pursuant to the Revised approach to non-compliance by radio stations (CRTC 2011-347), the Commission has renewed the licences of other stations found in non-compliance for terms shorter than seven years. We understand that this allows the Commission to check on stations' progress and confirm their compliance before the end of a full licence term. However, we know that shortened renewals, particularly of two

years or less, can add significant administrative burden to stations, and especially small stations with few or no paid staff. These stations often find the renewal process onerous; the time and energy required to complete and submit all necessary documents can detract from other work such as volunteer recruitment, fundraising initiatives for station operations or effectively improving internal policies that enable future compliance.

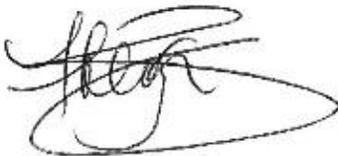
17. For these reasons, in order to balance the burden and importance of oversight, we encourage the Commission, if considering reduced licence terms for any of our member stations, to renew them for terms of at least four years.

18. We also wish to state our support for the other c/c stations in this call for comment.

Thank you,

A handwritten signature in black ink, appearing to read 'Johnnie Regalado', written in a cursive style.

Johnnie Regalado
NCRA/ANREC Board of Directors

A handwritten signature in black ink, appearing to read 'Freya Zaltz', written in a cursive style.

Freya Zaltz
NCRA/ANREC Regulatory Affairs Director