



Broadcasting Notice of Consultation CRTC 2024-148

PDF version

Ottawa, 2 July 2024

Public record: 1011-NOC2024-0148

Notice of hearing

5 September 2024
National Capital Region

Deadline for submission of interventions/comments/answers: 1 August 2024

[\[Submit an intervention/comment/answer or view related documents\]](#)

The Commission will hold a virtual hearing on **5 September 2024 at 11:00 a.m. in the National Capital Region**. The Commission intends to consider the following applications, subject to interventions, without the appearance of the parties:

Applicant/Licensee and Locality

1. **Arsenal Media Inc.**
Various locations in Quebec
Application 2024-0071-1
2. **Durham Radio Inc.**
Peterborough and Lindsay, Ontario
Application 2024-0081-0
3. **My Broadcasting Corporation**
Brockville and Kingston, Ontario
Application 2024-0080-3
4. **Vista Radio Ltd.**
Various locations in British Columbia
Application 2024-0135-5
5. **Bay of Islands Radio Inc.**
Corner Brook, Newfoundland and Labrador
Application 2023-0681-0
6. **Joel Lagacé, on behalf of a non-profit corporation to be incorporated**
Cochrane, Ontario
Application 2023-0445-0

7. **Blackburn Media Inc.**
Chatham, Ontario
Application 2023-0608-4

Summary of items 1 to 4

The Commission has received four applications (items 1 to 4) for the sale of radio assets currently owned by Bell Media Inc. or its subsidiaries.

Item 1: Application submitted by Arsenal Media Inc.

The Commission will consider the application submitted by Arsenal Media Inc. (Arsenal), on behalf of Bell Media Inc. (Bell Media), to acquire from Bell Media the radio stations CJDM-FM Drummondville, CHRD-FM Drummondville, CFEI-FM Saint-Hyacinthe, CFZZ-FM Saint-Jean-sur-Richelieu, CIKI-FM Rimouski (and its transmitter CIKI-FM-2 Sainte-Marguerite-Marie), CJOI-FM Rimouski and CFVM-FM Amqui, Quebec. Arsenal also requests new licences to operate these undertakings. The details of the application are found below.

Item 2: Application submitted by Durham Radio Inc.

The Commission will consider the application submitted by Durham Radio Inc. (Durham), on behalf of Bell Media Inc. (Bell Media), to acquire from Bell Media Regional Radio Partnership the radio stations CKPT-FM Peterborough, CKQM-FM Peterborough and CKLY-FM Lindsay, Ontario. Durham also requests new licences to operate these undertakings. The details of the application are found below.

Item 3: Application submitted by My Broadcasting Corporation

The Commission will consider the application submitted by My Broadcasting Corporation (MBC), on behalf of Bell Media Inc., to acquire from Bell Media Regional Radio Partnership the radio stations CJPT-FM Brockville, CFJR-FM Brockville, CFLY-FM Kingston and CKLC-FM Kingston, Ontario. MBC also requests new licences to operate these undertakings. The details of the application are found below.

Item 4: Application submitted by Vista Radio Ltd.

The Commission will consider the application submitted by Vista Radio Ltd. (Vista), on behalf of Bell Media Inc. (Bell Media), to acquire from Bell Media 21 radio stations in British Columbia. Vista also requests new licences to operate these undertakings. The details of the application are found below.

The applications

1. Arsenal Media Inc.

Various locations in Quebec
Application 2024-0071-1

Application by Arsenal Media Inc. (Arsenal), on behalf of Bell Media Inc. (Bell Media), for authority for Arsenal to acquire from Bell Media the assets of the following French-language commercial radio stations in Quebec: CJDM-FM Drummondville, CHRD-FM Drummondville, CFEI-FM Saint-Hyacinthe, CFZZ-FM Saint-Jean-sur-Richelieu, CIKI-FM Rimouski and its transmitter CIKI-FM-2 Sainte-Marguerite-Marie, CJOI-FM Rimouski and CFVM-FM Amqui.

Arsenal is also requesting new broadcasting licences to continue the operation of the undertakings under the same terms and conditions as those currently in effect.

Arsenal is owned 75% by Sylvain Chamberland and 25% by other shareholders, with effective control held by the majority shareholder, Sylvain Chamberland.

In accordance with the *Revised Commercial Radio Policy*, Broadcasting Regulatory Policy CRTC 2022-332, 7 December 2022 (Revised Commercial Radio Policy), a person may be permitted to own or control as many as three commercial FM stations in a given language within a market.

The Revised Commercial Radio Policy explains that the concept of a market is to be defined by reference to the *Radio Regulations, 1986* (Regulations). According to the Regulations, the market of an FM station is the primary contour or the central area as defined by Numeris, whichever is smaller in terms of surface area. Arsenal is currently the licensee of CHOE-FM and CHRM-FM in Matane. The acquisitions of CIKI-FM Rimouski, CIKI-FM-2 Sainte-Marguerite-Marie, and CFVM-FM Amqui could be in non-compliance with the Common Ownership Policy for the markets of Matane and Amqui as Arsenal would potentially own four French-language FM stations in each of these two markets if the application were approved.

Pursuant to the Asset Purchase Agreement, Arsenal would purchase the assets of the stations for \$6,500,000, plus the assumption of certain liabilities. The applicant proposes a total value of the transaction of \$8,461,392.03, which includes the leases to be assumed by the purchaser. The applicant also proposes a tangible benefits package of \$507,683.52 which is equal to 6% of the stated value of transaction, the minimum percentage established by the Tangible Benefits Policy. In addition, if the Commission determines that the transaction is inconsistent with the Common Ownership Policy, and decides to grant an exception, Arsenal also proposes an additional \$100,000 over 7 years in tangible benefits.

Should the Commission approve the transaction, it proposes to order that the new licensee adhere to the obligations that currently apply to the stations listed in the application, as updated in the Revised Commercial Radio Policy. All licensees of commercial radio stations are subject to this regulatory policy.

Additional obligations may also be imposed by way of orders. This proceeding will provide the opportunity for the public to comment on these proposed orders.

The specific obligations of each of the stations subject to this application can be found here:

1. CJDM-FM, CHRD-FM, CFZZ-FM, CJOI-FM, CIKI-FM and its transmitter CIKI-FM-2: *Various commercial radio stations in British Columbia and Quebec – Licence renewals*, Broadcasting Decision CRTC 2023-167, 1 June 2023
2. CFEI-FM: *Various commercial radio stations – Licence renewals*, Broadcasting Decision CRTC 2020-407, 22 December 2020
3. CFVM-FM: *Various commercial radio stations – Licence renewals*, Broadcasting Decision CRTC 2016-280, 21 July 2016

In accordance with subsection 9.1(4) of the *Broadcasting Act*, the Commission invites parties to comment on these proposed orders.

Following the closing of the transaction, Arsenal Media Inc. would become the licensee of the above-listed undertakings in Quebec.

Applicant's address:

3000-662 Victoria Avenue,
Saint-Lambert, Quebec
J4P 2J6

E-mail: schamberland@arsenalmedia.com ; michellorain15@gmail.com

E-mail to request electronic version of application: schamberland@arsenalmedia.com ; michellorain15@gmail.com

2. **Durham Radio Inc.**
Peterborough and Lindsay, Ontario
Application 2024-0081-0

Application by Durham Radio Inc. (Durham) on behalf of Bell Media Inc. and 8384819 Canada Inc., together carrying on business under the name Bell Media Regional Radio Partnership (Bell Media Partnership), for authority to acquire from Bell Media Partnership the assets of three English-language commercial radio stations in Ontario: CKPT-FM and CKQM-FM Peterborough and CKLY-FM Lindsay.

Durham is also requesting new broadcasting licences to continue the operation of the undertakings under the same terms and conditions as those currently in effect.

Durham is owned by Douglas E. Kirk (82.6%), Mary L. Kirk (10.9%) and other shareholders (6.5%) and controlled by Douglas E. Kirk.

Pursuant to the Asset Purchase Agreement, Durham would purchase the assets of the stations for \$2,000,000, plus the assumption of certain liabilities. The applicant proposes a total value of the transaction of \$2,110,600, which includes the leases to be assumed by the purchaser. The applicant also proposes a tangible benefits package of \$126,636, which is equal to 6% of the stated value of transaction, the minimum percentage established by the Tangible Benefits Policy.

Should the Commission approve the transaction, it proposes to order that the new licensee adhere to the obligations that currently apply to the undertakings listed in the application, as updated in the *Revised Commercial Radio Policy, Broadcasting Regulatory Policy CRTC 2022-332, 7 December 2022*. All licensees of commercial radio stations subject to this regulatory policy.

Additional obligations may also be imposed by way of orders. This proceeding will provide the opportunity for the public to comment on these proposed orders.

The specific obligations of each of the stations subject to this application can be found here:

1. CKPT-FM: *Various commercial radio stations – Licence renewals*, Broadcasting Decision CRTC 2021-12, 18 January 2021
2. CKQM-FM and CKLY-FM: *Various commercial radio stations – Licence renewals*, Broadcasting Decision CRTC 2017-232, 5 July 2017

In accordance with subsection 9.1(4) of the *Broadcasting Act*, the Commission invites parties to comment on these proposed orders.

Following the closing of the transaction, Durham Radio Inc. would become the licensee of the above-listed undertakings in Ontario.

Applicant's address:

207 – 1200 Airport Boulevard
Oshawa, Ontario
L1J 8P5

Fax: 905-571-1150

E-mail: doug.kirk@dri.fm

E-mail to request electronic version of application: doug.kirk@dri.fm

3. My Broadcasting Corporation
Brockville and Kingston, Ontario
Application 2024-0080-3

Application by My Broadcasting Corporation (MBC) on behalf of Bell Media Inc. and 8384819 Canada Inc., together carrying on business under the name Bell Media Regional Radio Partnership (Bell Media Partnership), for authority to acquire from Bell Media Partnership, the assets of four English-language commercial radio stations in Ontario: CJPT-FM and CFJR-FM Brockville, and CFLY-FM and CKLC-FM Kingston.

MBC is also requesting new broadcasting licences to continue the operation of the undertakings under the same terms and conditions as those currently in effect.

MBC is owned by 2695872 Ontario Inc. (50%) and 2695873 Ontario Inc. (50%) and controlled by Jon Pole and Andrew Dickson.

In accordance with the *Revised Commercial Radio Policy*, Broadcasting Regulatory Policy CRTC 2022-332, 7 December 2022 (Revised Commercial Radio Policy) a person may be permitted to own or control as many as three commercial FM stations in a given language within a market.

The Revised Commercial Radio Policy explains that the concept of a market is to be defined by reference to the *Radio Regulations, 1986* (Regulations). According to the Regulations, the market of an FM station is the primary contour, or the central area as defined by Numeris, whichever is smaller in terms of surface area. MBC is currently the licensee of CJGM-FM Gananoque. The acquisitions of CFLY-FM Kingston, and CJPT-FM and CFJR-FM Brockville could be in non-compliance with the Common Ownership Policy for the market of CJPT-FM as MBC could potentially own four FM English stations in that market if the application were approved.

Pursuant to the Asset Purchase Agreement, MBC would purchase the assets of the stations for \$1,400,000, plus the assumption of certain liabilities. The applicant proposes a total value of the transaction in the amount of \$1,865,600, which includes the leases to be assumed by the purchaser. The applicant also proposes a tangible benefits package of \$111,936, which is equal to 6% of the stated value of transaction, the minimum percentage established by the Tangible Benefits Policy.

Should the Commission approve the transaction, it proposes to order that the new licensee adhere to the obligations that currently apply to the stations listed in the application, as updated in the Revised Commercial Radio Policy. All licensees of commercial radio stations are subject this regulatory policy.

Additional obligations may also be imposed by way of orders. This proceeding will provide the opportunity for the public to comment on these proposed orders.

The specific obligations of each of the stations subject to this application can be found here:

1. CJPT-FM and CFLY-FM: *Various commercial radio stations – Licence renewals*, Broadcasting Decision CRTC 2019-201, 10 June 2019
2. CFJR-FM: *Various commercial radio stations – Licence renewals*, Broadcasting Decision CRTC 2016-250, 30 June 2016
3. CKLC-FM: *CKLC-FM Kingston – Licence renewal*, Broadcasting Decision CRTC 2016-252, 5 July 2016

In accordance with subsection 9.1(4) of the *Broadcasting Act*, the Commission invites parties to comment on these proposed orders.

Following the closing of the transaction, My Broadcasting Corporation would become the licensee of the above-listed undertakings in Ontario

Applicant's address:

B-321B Raglan Street South

Renfrew, Ontario

K7V 4H4

E-mail: andrew@MBCmedia.ca

E-mail to request electronic version of application: andrew@MBCmedia.ca

4. Vista Radio Ltd.

Various locations in British Columbia

Application 2024-0135-5

Application submitted by Vista Radio Ltd. (Vista), on behalf of Bell Media Inc. (Bell Media), for authority to acquire from Bell Media the assets of 21 English-language commercial radio stations¹ in British Columbia.

¹The 21 stations being purchased by Vista in British Columbia are as follows: CHOR-FM Summerland; CJAT-FM Trail and its transmitters CJAT-FM-1 Castlegar, CJAT-FM-2 Grande Forks and CFKC Creston; CKKC-FM Nelson and its transmitters CKKC-1-FM Crawford Bay; CKBS-FM Nakusp; CKZX-FM New Denver and CKZK-FM-1 Kaslo; CKGR-FM Golden and its transmitter CKIR Invermere; CKXR-FM Salmon Arm and its transmitters CKXR-FM-1 Sorrento, CKXR-FM-2 Enderby and CKXR-FM-3 Sicamous; CKCR-FM Revelstoke; CJMG-FM Penticton and its transmitter CJMG-FM-2 Oliver; CICF-FM Vernon and its transmitter CICF-4-FM Armstrong/Enderby; CHSU-FM Kelowna and its transmitters CHSU-FM-1 Big White Mountain; CILK-FM Kelowna and its transmitter CILK-FM-1 Big White Mountain; CJFW-FM Terrace and its transmitters CJFW-FM-1 Kitimat, CJFW-FM-2 Prince Rupert, CJFW-FM-3 Sandspit, CJFW-FM-4 Masset, CJFW-FM-5 Burns Lake, CJFW-FM-6 Smithers, CJFW-FM-7 Houston and

Vista is also requesting new broadcasting licences to continue the operation of the undertakings under the same terms and conditions as those currently in effect.

Vista is a privately owned Canadian radio broadcasting company controlled by Westkirk Capital Corp. a wholly owned subsidiary of SEB Investments Ltd., which is majority held by the Thomson Investments Ltd.

In accordance with the *Revised Commercial Radio Policy*, Broadcasting Regulatory Policy CRTC 2022-332, 7 December 2022 (Revised Commercial Radio Policy), a person may be permitted to own or control as many as three commercial FM stations in a given language within a market.

The Revised Commercial Radio Policy explains that the concept of a market is to be defined by reference to the *Radio Regulations, 1986* (Regulations). According to the Regulations, the market of an FM station is the primary contour or the central area as defined by Numeris, whichever is smaller in terms of surface area. Vista is currently the licensee of CKQR-FM Castlegar, CHNV-FM Nelson, CHRT-FM Trail, and CKGF-1-FM² in Christina Lake, a transmitter for CKGF-FM in Grand Forks. The acquisitions of CJAT-FM Trail and CKKC-FM Nelson could be in non-compliance with the Common Ownership Policy for the market of CJAT-FM as Vista could potentially own five FM English-language stations in that market if the application were approved.

Pursuant to the Asset Purchase Agreement, Vista would purchase the assets of the stations for \$3,036,000, plus the assumption of certain liabilities. The applicant proposes a total value of the transaction of \$5,561,647 which includes the leases to be assumed by the purchaser. The applicant also proposes a tangible benefits package of \$333,698.82 which is equal to 6% of the stated value of transaction, the minimum percentage established by the Tangible Benefits Policy.

Should the Commission approve the transaction, it proposes to order that the new licensee adhere to the obligations that currently apply to the stations listed in the application, as updated in the Revised Commercial Radio Policy. All licensees of commercial radio stations are subject to this regulatory policy.

Additional obligations may also be imposed by way of orders. This proceeding will provide the opportunity for the public to comment on these proposed orders.

CJFW-FM-8 Hazelton; CHTK-FM Prince Rupert; CKTK-FM Kitimat; CKNL-FM Fort St. John; CHRX-FM Fort St. John and its transmitter CHRX-FM-1 Dawson Creek; CKRX-FM Fort Nelson; CKOR Penticton; CJOR Osoyoos and its transmitters CJOR-FM Oliver and CIOR Princeton; CKFR Kelowna; CFTK Terrace; and CJDC Dawson Creek and its transmitter CJDC-FM-1 Tumbler Ridge.

² CKGF-1-FM is in CJAT-FM's market but CKGF-FM is not. Therefore, only CKGF-1-FM is listed as an undertaking that could make the acquisitions non-compliant with the Common Ownership Policy.

The specific obligations of each of the stations subject to this application can be found here:

1. CHOR-FM and CKGR-FM Golden: *Various commercial radio stations in British Columbia and Quebec – Licence renewals*, Broadcasting Decision CRTC 2023-167, 1 June 2023
2. CJAT-FM Trail, CKKC-FM Nelson, CKXR-FM Salmon Arm, CJMG-FM and CKOR Penticton, CJOR Osoyoos, CICF-FM Vernon, CHSU-FM, CILK-FM and CKFR Kelowna, CFTK and CJFW-FM Terrace, CKTK-FM Kitimat, CKNL-FM and CHRX-FM Fort St. John, CJDC Dawson Creek and CKRX-FM Fort Nelson: *Various commercial radio stations – Licence renewals*, Broadcasting Decision CRTC 2020-407, 22 December 2020
3. CKCR-FM Revelstoke and CHTK-FM Prince Rupert: *Various commercial radio stations – Licence renewals*, Broadcasting Decision CRTC 2017-232, 5 July 2017

In accordance with subsection 9.1(4) of the *Broadcasting Act*, the Commission invites parties to comment on these proposed orders.

Following the closing of the transaction, Vista Radio Ltd. would become the licensee of the above-listed undertakings in British-Columbia.

Applicant's address:

101–910 Fitzgerald Avenue
Courtenay, British Columbia
V9N 2R5

E-mail: regulatory@vistaradio.ca

E-mail to request electronic version of application: regulatory@vistaradio.ca

5. Bay of Islands Radio Inc.

Corner Brook, Newfoundland and Labrador
Application 2023-0681-0

Application submitted by Bay of Islands Radio Inc. for a broadcasting licence to operate an English-language community FM radio station in Corner Brook to replace its English-language low-power FM radio station CKVB-FM with a full-power FM radio station.

The station would operate at 100.1 MHz (channel 261A) with an effective radiated power (ERP) of 2760 watts (non-directional antenna with an effective height of antenna above average terrain [EHAAT] of 14.6 metres).

The applicant indicates that the station's programming format would remain the same, targeting its current audience.

The applicant proposes to broadcast 126 hours of programming per broadcast week, of which 118 hours would be devoted to local programming. This would include five hours of local and regional news, 30 minutes of national news, and 30 minutes of international news.

Should the Commission approve this application, it proposes to order the licensee to adhere to the standard conditions of service set out in *Standard conditions of licence for campus and community radio stations*, Broadcasting Regulatory Policy CRTC 2012-304, 22 May 2012, as well as applicable requirements set out in the *Radio Regulations, 1986* that were made under paragraph 10(1)(a) or under paragraph 10(1)(i) of the *Broadcasting Act* (the Act), since they are now considered to be conditions of service. The Commission further proposes to order the licensee to adhere to standard conditions regarding the National Public Alerting System and advise the Commission of the implementation as well as testing results within 14 days. Consistent with subsection 9.1(4) of the Act, interested persons may, as part of this process, make representations to the Commission with respect to these proposed orders.

The Commission may withdraw this application from the public hearing if it is not advised by the Department of Industry (also known as Innovation, Science and Economic Development Canada), at least 20 days prior to the hearing, that the application is technically acceptable.

Applicant's address:

1B Cobb Lane
 Corner Brook, Newfoundland and Labrador
 A2H 2V4
 Telephone: 709-637-0183
 E-mail: kody.gardner@boir.ca
 E-mail to request electronic version of application: admin@boir.ca

6. Joel Lagacé, on behalf of a non-profit corporation to be incorporated
 Cochrane, Ontario
 Application 2023-0445-0

Application submitted by Joel Lagacé, on behalf of a non-profit corporation to be incorporated (OBCI), for a broadcasting licence to operate an English-language developmental community FM radio station in Cochrane, Ontario.

The station would operate at 104.7 MHz (channel 284) with an average and maximum effective radiated power (ERP) of 5 watts (non-directional antenna with an effective height of antenna above average terrain [EHAAT] of 38.5 metres).

The applicant proposes to broadcast 126 hours of local programming per broadcast week, of which 10 hours would be allocated to local news, 3 hours and 45 minutes to regional news and 1 hour and 45 minutes to international news.

Should the Commission approve the application, it also proposes to order the licensee to adhere to the standard conditions of service set out in *Standard conditions of licence for campus and community radio stations*, Broadcasting Regulatory Policy CRTC 2012-304, 22 May 2012, as well as applicable requirements set out in the *Radio Regulations, 1986*, that were made under paragraph 10(1)(a) or under paragraph 10(1)(i) of the *Broadcasting Act* (the Act). The Commission further proposes to order the licensee to adhere to standard conditions regarding the National Public Alerting System and advise the Commission of the implementation as well as testing results within 14 days. Consistent with subsection 9.1(4) of the Act, interested persons may, as part of this process, make representations to the Commission with respect to these proposed orders.

The Commission may withdraw this application from the public hearing if it is not advised by the Department of Industry (also known as Innovation, Science and Economic Development Canada), at least 20 days prior to the hearing, that the application is technically acceptable.

Applicant's address:

318 8th Avenue

Unit 110

Cochrane, Ontario

P0L 1C0

Telephone: 705-231-0122

E-mail: hitsfm@hotmail.com

E-mail to request electronic version of application: hitsfm@hotmail.com

7. Blackburn Media Inc.
Chatham, Ontario
Application 2023-0608-4

Application submitted by Blackburn Media Inc. (BMI) for a broadcasting licence to operate an English-language commercial FM radio station in Chatham to replace its English-language commercial AM radio station CFCO Chatham.

The station would operate at 91.3 MHz (channel 217A) with an effective radiated power (ERP) of 1,250 watts (non-directional antenna with an effective height of the antenna above average terrain [EHAAT] of 132.7 metres).

The applicant proposes to broadcast a minimum of 96 hours of local programming per broadcast week, of which 3 hours would be devoted to news. The applicant also indicated that it would broadcast a mix of news, talk and country music targeting the adult population of Chatham aged 35 to 64.

The Chatham commercial radio market currently consists of CFCO, CKSY-FM and CKUE-FM – all owned by BMI. The present application would meet the following exception to the policy on calls for applications, as set out in *A targeted policy review of the commercial radio sector*, Broadcasting Regulatory Policy CRTC 2014-554, 28 October 2014, and would not trigger a market assessment:

- proposals by the sole commercial operator in a market to improve service to the market, either through an AM to FM conversion or a new station.

Should the Commission approve the application, the proposed station could become the applicant's third FM station in the Chatham market.

The present application would not raise issues with the Common Ownership Policy for the proposed licensee.

Should the Commission approve the application, it proposes to order the licensee to adhere to the standard conditions of service set out in *Revised conditions of licence for commercial AM and FM radio stations*, Broadcasting Regulatory Policy CRTC 2022-334, 7 December 2022, as well as applicable requirements set out in the *Radio Regulations, 1986* that were made under paragraph 10(1)(a) or under paragraph 10(1)(i) of the *Broadcasting Act* (the Act), since they are now considered to be conditions of service. The Commission further proposes to order the licensee to adhere to standard conditions regarding the National Public Alerting System and advise the Commission of the implementation as well as testing results within 14 days. Consistent with subsection 9.1(4) of the Act, interested persons may, as part of this process, make representations to the Commission with respect to these proposed orders.

The Commission may withdraw this application from the public hearing if it is not advised by the Department of Industry (also known as Innovation, Science and Economic Development Canada), at least 20 days prior to the hearing, that the application is technically acceptable.

Applicant's address:

700 Richmond Street

Suite 101

London, Ontario

N6A 5C7

Telephone: 519-679-8680

E-mail: dwylic@blackburnmedia.ca

Website to view application: www.blackburnmedia.ca

E-mail to request electronic version of the application: dwylic@blackburnmedia.ca

Procedure

Deadline for interventions, comments or answers

1 August 2024

The *Canadian Radio-television and Telecommunications Commission Rules of Practice and Procedure* (the Rules of Procedure) apply to the present proceeding. The Rules of Procedure set out, among other things, the rules for content, format, filing and service of interventions, answers, replies and requests for information; the procedure for filing confidential information and requesting its disclosure; and the conduct of public hearings. Accordingly, the procedure set out below must be read in conjunction with the Rules of Procedure and related documents, which can be found on the Commission's website under "[Statutes and Regulations](#)." *Guidelines on the CRTC Rules of Practice and Procedure*, Broadcasting and Telecom Information Bulletin CRTC 2010-959, 23 December 2010, provides information to help interested persons and parties understand the Rules of Procedure so that they can more effectively participate in Commission proceedings.

An intervention or answer from a respondent must be filed with the Commission and served on the applicant on or before the above-mentioned date. An answer from a respondent must also be served on any other respondent.

Interventions and answers must clearly identify the application referred to and indicate whether parties support or oppose the application, or, if they propose changes to it, include the facts and grounds for their proposal.

Interested persons are permitted to coordinate, organize, and file, in a single submission, interventions by other interested persons who share their position. Information on how to file this type of submission, known as a joint supporting intervention, as well as a template for the covering letter to be filed by the parties, can be found in *Changes to certain practices for filing interventions – Expansion of filing practices to include the filing of joint supporting comments for broadcasting policy proceedings*, Broadcasting Information Bulletin CRTC 2010-28-1, 10 December 2010.

The Commission encourages interested persons and parties to monitor the record of the proceeding, available on the Commission's website, for additional information that they may find useful when preparing their submissions.

Submissions longer than five pages should include a summary. Each paragraph of all submissions should be numbered, and the line ***End of document*** should follow the last paragraph. This will help the Commission verify that the document has not been damaged during electronic transmission.

Pursuant to *Filing submissions for Commission proceedings in accessible formats*, Broadcasting and Telecom Information Bulletin CRTC 2015-242, 8 June 2015, the Commission expects incorporated entities and associations, and encourages all

Canadians, to file submissions for Commission proceedings in accessible formats (for example, text-based file formats that allow text to be enlarged or modified, or read by screen readers). To provide assistance in this regard, the Commission has posted on its website [guidelines](#) for preparing documents in accessible formats.

Submissions must be filed by sending them to the Secretary General of the Commission using **only one** of the following means:

by completing the
[\[Intervention/comment/answer form\]](#)

or

by mail to
CRTC, Ottawa, Ontario K1A 0N2

or

by fax at
819-994-0218

A true copy of each intervention or answer from a respondent must be sent to the applicant and, in the case of a respondent to an application, to any other respondent.

Parties who send documents electronically must ensure that they will be able to prove, upon Commission request, that filing, or where required, service of a particular document was completed. Accordingly, parties must keep proof of the sending and receipt of each document for 180 days after the date on which the document is filed or served. The Commission advises parties who file or serve documents by electronic means to exercise caution when using email for the service of documents, as it may be difficult to establish that service has occurred.

In accordance with the Rules of Procedure, a document must be received by the Commission and all relevant parties by 5 p.m. Vancouver time (8 p.m. Ottawa time) on the date it is due. Parties are responsible for ensuring the timely delivery of their submissions and will not be notified if their submissions are received after the deadline. Late submissions, including those due to postal delays, will not be considered by the Commission and will not be made part of the public record.

The Commission will not formally acknowledge submissions. It will, however, fully consider all submissions, which will form part of the public record of the proceeding, provided that the procedure for filing set out above has been followed.

In the event that an application to be considered during the non-appearing phase of the hearing is brought to an oral phase of the hearing, and if parties wish to appear, they must provide reasons why their written interventions or answers are not sufficient and why an appearance is necessary. Parties requiring communication support must state their request

on the first page of their intervention. Only those parties whose requests to appear have been granted will be contacted by the Commission and invited to appear at the public hearing.

Important notice

All information that parties provide as part of this public process, except information designated confidential, whether sent by postal mail, fax, email or through the Commission's website at www.crtc.gc.ca, becomes part of a publicly accessible file and will be posted on the Commission's website. This information includes personal information, such as full names, email addresses, postal/street addresses, telephone and fax numbers, etc.

The personal information that parties provide will be used and may be disclosed for the purpose for which the information was obtained or compiled by the Commission, or for a use consistent with that purpose.

Documents received electronically or otherwise will be put on the Commission's website in their entirety exactly as received, including any personal information contained therein, in the official language and format in which they are received. Documents not received electronically will be available in PDF format.

The information that parties provide to the Commission as part of this public process is entered into an unsearchable database dedicated to this specific public process. This database is accessible only from the web page of this particular public process. As a result, a general search of the Commission's website with the help of either its own search engine or a third-party search engine will not provide access to the information that was provided as part of this public process.

Availability of documents

Electronic versions of the applications are available on the Commission's website at www.crtc.gc.ca by selecting the application number within this notice. They are also available from the applicants, either on their websites or upon request by contacting the applicants at their email addresses, provided above.

Links to interventions, replies and answers filed for this proceeding, as well as other documents referred to in this notice, are available on the Commission's "[Consultations and hearings: have your say](#)" page.

Documents are available upon request during normal business hours by contacting:

Documentation Centre
Examinationroom@crtc.gc.ca
Tel.: 819-997-4389
Fax: 819-994-0218

Client Services

Toll-free telephone: 1-877-249-2782

Toll-free TTY: 1-877-909-2782

Secretary General