



PEACE RIVER REGIONAL DISTRICT

ELECTORAL AREA GRANT APPLICATION

Society #: S0015320

Name: Chetwynd Communications Society

Civic Address: 102 4612 North Access Rd.

Mailing Address: Box 973

City: Chetwynd

Postal Code: V0C 1J0

Contact Person: Angela Balkwill

Alternate Person: Rea Bernabe

Tel:

Tel:

Email:

Email:

SOCIETY EXECUTIVES

President: Wayne Christensen

Vice President: Larry Houley

Treasurer: Mary lynch

PROJECT COSTS

Total Cost of Project: 100,000

Amount Requested per year 100,000

For how many years? 1 yr ☒ 2 yrs ☐ 3 yrs ☐

Have you applied to a municipality for funding? Yes ☐ No ☒ If so, how much did you apply for?

Was your application successful? Yes ☐ No ☒ If so, how much did you receive?

Describe the project for which your organization is requesting a grant and the reason for your request.
If more space is needed, please add it as an attachment to your application.

Please see the attached letter and supporting documentation.

ATTACHMENTS REQUIRED:

- Project budget, including all sources of funding
- Current financial statements showing expenses, revenues & savings

Signature of Applicant:

Date: June 17.2025

For Office Use Only

Fair Share: B C D E

Gas Tax: B C D E

PRA: B C D E

BCR/PRA: B C D E

Other: _____



Chetwynd Communications Society
102 – 4612 N. Access Road
Chetwynd, BC
V0C 1J0
250-788-9452

June 17, 2025

Dear Peace River Regional District Directors,

On behalf of the Chetwynd Communications Society Board of Directors and Staff, I would like to say thank you to the PRRD for all of the support you have provided throughout the years to our organization.

At this time, we are re-broadcasting 13 television channels via Analog signal and 3 Radio stations to Electoral Area E. You can find the full list of channels & stations in the attached document. We have 6 full-time staff members working throughout our Radio and TV stations.

We have one Community Radio License and one Community TV License from the CRTC (Canadian Radio-Television and Telecommunications Commission). These Community Licences require us to focus specifically on local events and topics that are of interest to our residents. Without Community Media, a lot of pivotal information would not be shared with residents and many wonderful local events would go unnoticed. Chetwynd Communications Society plays a crucial role during emergencies like floods and fires when people are being asked to evacuate immediately. We are proud to be one of the most reliable and trusted sources when it comes to delivering important and necessary information to the public.

We are currently working with a Strategic Planning Advisor to revitalise our business operations and enhance our community engagement to increase revenue with the goal of becoming self-sustainable.

Our Bingo and Radio Advertising Revenue continue to be our main sources of income. We are exploring other revenue sources; however, we are still in the beginning stages with our strategic planning and we are requesting 100,000 to help cover our day-to-day operating expenses.

I have attached our 2025 Income Statement and Balance Sheet (January to May).

We are currently operating with a deficit of \$-137,578.48. We do have a High Interest Savings Acct. with a balance of \$140,848.85 which we are currently using to help cover monthly costs and equipment repairs and replacement.

Please feel free to contact us if you have any questions and we will be happy to speak with you.

Sincerely,
Angela Balkwill
Peace FM & CHET TV - Business Manager

Financial Request Rationale – PRRD’s Electoral Area Grant-in-Aid program

Chetwynd Communications Society

Dear Peace River Region Directors,

Attached is the Operations budget for the remainder of 2025.

Figures on this document were calculated using our YTD Income Statement and project outlines currently in progress.

As you can see on the attached document we are predicting to be in a financial deficit of -125,271.00 at the end of 2025.

Our current acct. balances are listed at the bottom of the document. We do currently have just over \$100,000 in our reserves acct. but we would like to have this to rely on for incidental purposes (ex. Equipment repairs and replacement).

If the PRRD is able to grant 100,000 to Chetwynd Communications Society we would use these funds to cover the following operational costs for the remainder of the year:

Office Supplies and Related Expenses	\$3,000.00
Overhead Costs	\$14,200.00
Shaw Satellite Services	\$963.00
Telephone and Internet	\$9,000.00
Wages - TV	\$64,036.00
EI Expenses TV	\$1,350.00
CPP Expenses - TV	\$3,300.00
Staff Travel Expenses - TV	\$1,200.00
Group Insurance	\$3,000.00

Chetwynd Communications Society will be able to cover the remaining operational costs with our current balance. As mentioned in our funding application letter we are doing some strategic planning that should bring up our profits in the new year.

Angela Balkwill
Business Manager

Operations Budget August - December 2025

Projected Revenue

DC Tower Rental	\$	600.00
Four Peaks Building Rental	\$	13,000.00
Community Ad Revenue	\$	30,000.00
International Ad Revenue	\$	20,000.00
Community TV Sales	\$	21,000.00
Bingo Net Proceeds	\$	56,000.00
CBRA Royalties	\$	8,000.00
DOC		
Total	\$	148,600.00

Projected Expenses

Office Supplies and Related Expenses	\$	3,000.00
Overhead Costs	\$	14,200.00
Bingo Expenses	\$	5,000.00
Employee Utilities	\$	1,200.00
Bank Charges	\$	100.00
The Canadian Press	\$	6,000.00
Radio Production	\$	2,500.00
Shaw Satellite Services	\$	963.00
Radio Licensing Fees	\$	5,000.00
SOCAN Fees	\$	6,500.00
Telephone and Internet	\$	9,000.00
Sales Rep Commissions	\$	6,000.00
Wages - Bingo	\$	20,000.00
EI Expenses - Bingo	\$	450.00
CPP Expenses - Bingo	\$	840.00
Wages - TV	\$	64,036.00
EI Expenses TV	\$	1,350.00
CPP Expenses - TV	\$	3,300.00
Wages - Radio	\$	112,600.00
EI Expenses - Radio	\$	2,652.00
CPP Expenses - Radio	\$	4,980.00
Staff Travel Expenses - TV	\$	1,200.00
Group Insurance	\$	3,000.00
Total	\$	273,871.00

Net Income	-\$	125,271.00
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Current Financial Statements

Main Checking Acct.	\$	29,137.79
Reserve Acct.	\$	100,950.95
Gaming Acct.	\$	40,279.26
Total	\$	170,368.00

Chetwynd Communications Society

Income Statement 01/01/2024 to 12/31/2024

REVENUE

Revenues

Canadian Broadcasters Rights A...	14,706.54
Regional Disrtrict	100,000.00
NCRA/ANREC	1,375.00
DC Tower Rental Revenue	1,635.48
Four Peaks Building Rental	22,445.73
Interest Income	5,690.15
Ad Revenue-Chetwynd	25,418.30
Ad Revenue-Dawson Creek	47,389.90
Ad Revenue CBS/National	110,071.99
Community TV Sales	10,528.26
Other-Income	4,308.76
Bingo Air Time - TV	155,700.00
Bingo Net Proceeds	37,600.00

Total Revenues	<u>536,870.11</u>
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TOTAL REVENUE	<u>536,870.11</u>
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EXPENSE

Expenses

Board of Directors Expenses	236.25
Credit Card Service Charges	812.62
Advertising	135.00
Miscellaneous	3,023.38
Utilities - Employees	2,499.27
Bank Charges	161.91
Bingo Expenses	15,425.24
The Canadian Press	12,499.16
Radio Production	6,310.00
Dawson Creek Operating	3,526.75
Shaw Satalite Services	3,605.59
Insurance	19,004.83
4 Peaks Hydro	7,933.77
4 Peaks Natural Gas	2,664.41
4 Peaks Building - Dist of Chetw...	1,861.60
4 Peaks Building Mantainance	12,006.80
Janitorial Service and Supplies	3,681.07
4 Peaks Building Security	1,078.20
RADIO Licencing Fees	9,809.07
Community TV Operating	2,790.41
Internet and Website	16,946.60
Memberships	4,957.76
Operating Supplies	7,288.73
Postage & Frieght	92.00
Socan Fees	6,950.62
Sales Rep Commissions	19,185.26
Telephone	5,638.54
Conference/Education	1,008.70
Wages - BINGO	44,592.86
Wages - TV	84,544.21
Wages - RADIO	<u>326,858.40</u>
Total Wages	455,995.47
Group Ins Expense	6,707.07
EI Expense - BINGO	725.44
EI Expense - TV	1,565.15
EI Expense - RADIO	<u>7,047.93</u>
Total EI Expenses	9,338.52
CPP Expense - BINGO	1,648.74
CPP Expense - TV	4,243.68
CPP Expense - RADIO	<u>15,713.82</u>
Total CPP Expenses	21,606.24

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Chetwynd Communications Society
Income Statement 01/01/2024 to 12/31/2024

WCB Expense	1,003.19
Hasler -Building Repair&Mainten...	70.56
Wabi - Hydro	4,074.84
Wabi - Road Repair & Maintenan...	17.28
Total Expenses	<u>669,946.71</u>
TOTAL EXPENSE	<u>669,946.71</u>
NET INCOME	<u><u>-133,076.60</u></u>

Chetwynd Communications Society

Income Statement 01/01/2025 to 05/31/2025

REVENUE

Revenues

DC Tower Rental Revenue	681.45
Four Peaks Building Rental	6,965.20
Interest Income	1,619.07
Ad Revenue-Chetwynd	12,737.90
Ad Revenue-Dawson Creek	13,509.40
Ad Revenue CBS/National	42,364.81
Community TV Sales	2,449.00
Other-Income	2,491.66
Bingo Air Time - TV	25,000.00
Total Revenues	107,818.49

TOTAL REVENUE 107,818.49

EXPENSE

Expenses

Board of Directors Expenses	1,962.54
Advertising	1,156.74
Miscellaneous	974.22
Utilities - Employees	847.25
Bank Charges	67.50
Bingo Expenses	5,788.86
The Canadian Press	5,263.22
Radio Production	2,460.00
Dawson Creek Operating	3,787.61
Shaw Satalite Services	802.50
Insurance	8,337.90
4 Peaks Hydro	1,473.04
4 Peaks Natural Gas	1,346.05
4 Peaks Building - Dist of Chetw...	796.23
4 Peaks Building Maintainance	1,126.50
Janitorial Service and Supplies	1,634.17
4 Peaks Building Security	633.25
RADIO Licencing Fees	3,481.45
Internet and Website	7,299.47
Memberships	1,230.19
Operating Supplies	520.03
Postage & Frieght	428.20
Socan Fees	6,455.21
Sales Rep Commissions	7,531.33
Telephone	1,713.64
Wages - BINGO	17,551.63
Wages - TV	49,043.88
Wages - RADIO	96,374.92
Total Wages	162,970.43
Group Ins Expense	2,739.83
EI Expense - BINGO	402.05
EI Expense - TV	1,124.00
EI Expense - RADIO	2,210.55
Total EI Expenses	3,736.60
CPP Expense - BINGO	704.06
CPP Expense - TV	2,765.20
CPP Expense - RADIO	4,157.61
Total CPP Expenses	7,626.87
Wabi - Hydro	1,206.14
Total Expenses	245,396.97

TOTAL EXPENSE 245,396.97

NET INCOME -137,578.48

Chetwynd Communications Society

Balance Sheet As at 05/30/2025

ASSET

Current Assetts

CCS MAIN/CHEQUING ACCOUNT	28,185.60	
CCS HISA- RESERVE	140,711.67	
CIBC - GIC	2,000.00	
TD-BINGO NET PROCEEDS	147.26	
PETTY CASH	200.00	
SHORT/OVER	-342.62	
Total Cash		170,901.91
ACCOUNTS RECEIVABLE		37,914.42
PRE-PAID EXPENSES		22,927.66
Total Current Assetts		231,743.99

Fixed Assetts

Hasler Transmitter Site	118,350.00	
Accum Depr - Hasler Trans Site	-118,350.00	
Hasler Transmitter Site - Net		0.00
Wabi Transmitter Site	372,920.00	
Accum Depr - Wabi Trans Site	-370,920.00	
Wabi Transmitter Site - Net		2,000.00
Equipment	219,092.07	
Accum Depr - Equipment	-52,033.80	
Equipment - Net		167,058.27
Four Peaks Building		271,422.79
Land Four Peaks Building		75,000.00
Total Fixed Assetts		515,481.06

TOTAL ASSET 747,225.05

LIABILITY

Current Liabilities

Unearned Revenue		1,090.41
Accounts Payable		2,948.76
Vacation Payable		-266.64
Group Ins Payable		-259.98
GST Charged On Sales	4,248.51	
GST Paid On Purchases	-2,724.40	
Total GST Payable		1,524.11
Total Current Liabilities		5,036.66

TOTAL LIABILITY 5,036.66

EQUITY

Equity

Retained Earnings	892,092.79	
Current Earnings	-149,904.40	
Total Equity	742,188.39	

TOTAL EQUITY 742,188.39

LIABILITIES AND EQUITY 747,225.05

Chetwynd Communications Society

Balance Sheet As at 12/31/2024

ASSET

Current Assets

CCS MAIN/CHEQUING ACCOUNT	71,654.35	
CCS HISA- RESERVE	244,979.03	
CIBC - GIC	2,000.00	
TD-BINGO NET PROCEEDS	147.26	
PETTY CASH	200.00	
SHORT/OVER	-342.62	
Total Cash		318,638.02
ACCOUNTS RECEIVABLE		63,886.28
PRE-PAID EXPENSES		8,665.24
Total Current Assets		391,189.54

Fixed Assets

Hasler Transmitter Site	118,350.00	
Accum Depr - Hasler Trans Site	-118,350.00	
Hasler Transmitter Site - Net		0.00
Wabi Transmitter Site	372,920.00	
Accum Depr - Wabi Trans Site	-370,920.00	
Wabi Transmitter Site - Net		2,000.00
Equipment	213,382.07	
Accum Depr - Equipment	-52,033.80	
Equipment - Net		161,348.27
Four Peaks Building		271,422.79
Land Four Peaks Building		75,000.00
Total Fixed Assets		509,771.06

TOTAL ASSET 900,960.60

LIABILITY

Current Liabilities

Unearned Revenue		2,181.90
Accounts Payable		7,050.24
Vacation Payable		-266.64
Group Ins Payable		-54.92
GST Charged On Sales	-0.40	
GST Paid On Purchases	-42.37	
Total GST Payable		-42.77
Total Current Liabilities		8,867.81

TOTAL LIABILITY 8,867.81

EQUITY

Equity

Retained Earnings	1,025,169.39	
Current Earnings	-133,076.60	
Total Equity	892,092.79	

TOTAL EQUITY 892,092.79

LIABILITIES AND EQUITY 900,960.60

CCS - TV and Radio Channels

Television

TV Channel	Program
12.1	ABC Seattle
12.2	CBS Seattle
12.3	FOX Seattle
12.4	NBC Seattle
24.1	Global Vancouver
24.2	CBC Vancouver
24.3	CTV Vancouver
24.4	City TV Vancouver
28.1	CHET TV
30.1	PBS Detroit
30.2	NTV St. John's
30.3	Treehouse
30.4	Knowledge Network

Radio

Frequency	Station
94.5	CHET-FM
100.5	CFMI-FM (Rock 101)
103.9	CISN-FM (CISN Country)
Dawson Creek	
Frquency	Station
104.1	CHAD-FM