



**Meeting Minutes**  
**VCFN Board of Directors Meeting**  
**Sept 21, 2009 – 10:00 a.m.**  
**Municipality of the County of Kings Chambers**  
**87 Cornwallis St. – Kentville, NS**

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**Call to Order:** The meeting was called to order at 10:05 by Chairman Don Clarke. Present and forming a quorum were: Bob Ashley, Roy Brideau, Chris Butt, Don Clarke, Louis Coutinho, Terry Dalton, Dale Facey, Lorraine Glendenning, Faye Hill, Kathleen Leslie, Bruce MacDougall, Gary Meister, Janet Newton, Shirley Pineo, Matt Pova, Cris Shirrett, and Hugh Simpson.

**Adoption of Agenda:** It was moved that the agenda be adopted as distributed with the addition of an item regarding the CAO's Technical Project Group by Mr. Ashley and the addition of an item concerning CRTC reporting by Chairman Clarke. **Moved and unanimously passed.** Newton/Hill.

**Adoption of Minutes of July 6<sup>th</sup>, 2009:** It was moved that the minutes of July 6<sup>th</sup>, 2009 be adopted as amended by Mr. Coutinho. **Moved and unanimously passed.** Newton/Hill.

**Business Arising from the Minutes:** Mr. Brideau enquired whether the Board had received a report regarding the interest of the Town of Kentville in joining the VCFN. Mr. Simpson noted that two attempts had been made to discuss with the CAO of the Town of Kentville but that there had been little progress. Mr. Brideau introduced a motion proposing a letter be sent from the VCFN chairman to the Town of Kentville regarding joining the VCFN. **Moved and unanimously passed.** Hill/Simpson.

**ACORN Report:** Mr. Dalton reported that a certain sum of money had been secured by ACORN from Canarie for the Nova Scotia ORAN infrastructure. Further discussions with several parties were to be scheduled. Mr. Dalton indicated that the Municipality of East Hants had an interest in joining the VCFN and was interested in the developments of the VCFN and ACORN.

Mr. Dalton reported that the Chebucto Community Network was interested in expanding the reach of its dial-up access and that ACORN was assisting in this process. Mr. Dalton reported that a Town Hall Meeting concerning this matter will be held on October 26<sup>th</sup>, venue and time TBA. All are welcome to attend.



Mr. Dalton reported that the Canarie IEP2 program will be reporting in mid-October regarding successful IEP2 bids. It was noted by Mr. MacDougall that IAI had made two bids to this program that were based on the VCFN network.

**Search for a Treasurer:** Chairman Clarke reported that Mr. McKennon was now on leave from the Municipality of the County of Kings and that a new VCFN treasurer was required. Mr. Clarke noted that he had approached the financial person in at the Town of Berwick but had not had a positive reply. Following a general discussion Mr. MacDougall noted that part of IAI's contracted activities included the general accounting for the VCFN operations and that therefore the Treasurer's task should be quite minimal.

Chairman Clarke suggested that the CAO committee would meet to discuss and would receive information from Greg Towne and IAI regarding the accounting and finance activities. Greg Towne noted that the Treasurer should be a high-level activity requiring only a few hours per month.

Mr. Brideau noted that all information regarding this matter should be provided to Jeff Lawrence of the Town of Hantsport.

**Tech Project Group:** Mr. Ashley reported that the CAO Tech Project Group was currently working to develop a plan to put the VCFN network to good use within the municipalities in order to maximize inter-municipal cooperation and engagement. It was noted by Mr. MacDougall that the Common Infrastructure project which interconnects all of the municipal units was now in operation and that IAI was working with the municipal IT staff to make the initial connections to all of the municipalities. Ms. Pineo and Mr. Brideau noted that most of the municipal units were represented on the Tech Project Group and that the CAO West Hants was expected to join the group at the next meeting. Ms. Newton noted that a communications strategy was needed as there was a poor understanding among municipal councillors about the Common Infrastructure project. Mr. Simpson noted that the utilization of the VCFN by the municipalities was progressing slowly.

**VCFN Operations:** Mr. Butt presented the Operations Reports and noted that the VCFN network was 100% operational during the reporting period. Mr. Butt noted that the lateral to the Municipality of West Hants offices was now reconnected following the road rearrangements in the area. Mr. Butt also noted that a rearrangement of a pole-line in the Windsor area would require that the VCFN cable be moved to new poles. The estimated cost of the work was \$ 6,000.00.



**Motion to Move to an In-Camera Session:** A motion was introduced by Ms. Hill to move the meeting to an in-camera session. **Moved and unanimously passed.** Hill/Simpson.

**Motion to resume public session:** Following in-camera discussion, a motion was introduced to return the meeting to a public session. **Moved and unanimously passed.** Hill/Simpson. A motion was also made by Ms. Hill to instruct that the minutes should reflect the following resolutions arrived at during the in-camera session. **Moved and unanimously passed.** Hill/Simpson.

Mr. MacDougall was empowered to negotiate a settlement with Mainland Telephone Company regarding installation charges as directed during the in-camera discussion.

The Chairman was empowered to sign an agreement with IAI relating to the construction and alternate funding of lateral branches.

Messrs. Shirrit and MacDougall were directed to arrive at an acceptable solution with regard to NSPI agreement as discussed in-camera.

**Next Meeting:** By general consensus, the next meeting will be held on Monday October 19<sup>th</sup>, 2009 at 10:00 am at the usual venue, the Kings County Economic Development boardroom.

**Authority Meeting:** By general consensus, the VCFN Authority (grouping the municipal units only) will meet 30 minutes prior to the board meeting in the same room.

**Adjournment:** The Chairman declared the meeting adjourned at 12:15.

### ***Related Documents***

VCFN Board Committee Meeting Minutes July 6, 2009 – Previously Issued  
Legal agreements for review – Previously Issued  
Network Operations Reports – Previously Issued  
Sales and Marketing Report – Previously Issued