



Valley Community Fibre Network
Minutes of the February 26th, 2013 Board Meeting
February 26th, 2013 – 4:35 p.m.
Orchards Room, 78 Cornwallis St. Kentville, NS

1. **Call to Order:** The meeting was called to order by the Chairman at 4:35 p.m.. A quorum was present. Board members in attendance were:

Don Clarke (chairman)

Dale Facey (NSCC) (via conference call)

Scott Geddes (Councillor, Town of Windsor)

Gary Meister (Acadia University)

Shirley Pineo (Councillor, West Hants)

Hugh Simpson (Deputy Mayor, Wolfville)

Victor Swinamer (Councillor, West Hants, West Hants Alternate representative)

Emma Van Rooyen (Councillor, Municipality of Kings County)

Also present were:

Bob Ashley (Municipality of Kings County)

Bruce MacDougall (IAI)

Terry Dalton (ACORN-NS)

Geoff Muttart (Muttart's Law)

Kathleen Leslie (Municipality of Kings County)

Chris Norman (Mainland Telecom)

Sue MacArthur (Mainland Telecom)

Cris Shirritt (Muttart's Law)

Rod Simpson (IAI)

2. **Approval of Agenda:** The agenda (document 100-170-295) was approved noting items of new business (Simpson / Van Rooyen)

3. **Minutes of the July 16th, 2012 Board Meeting:** The minutes of the July 16th 2012 Board Meeting (document 100-170-280) were approved. (Simpson / Geddes)

4. **VCFN Operations Reports:** Bruce MacDougall of IAI presented the following:

-Network Status Reports: Bruce noted that these were distributed electronically to Board members. Bruce noted that there had been no failures or outages during the previous period. Bruce also noted that IAI had undertaken a cable inspection following recent wind storms and had cleared several areas where tree branches were creating hazards to the VCFN fibre cable.

-Revenue Estimates: Bruce distributed a 2012-2013 revenue forecast (document 100-170-296) and explained that this revenue forecast would be incorporated into the VCFN budget for 2013-2014.

-NSP Support Structure Agreement: Bruce noted that following the conclusion of the agreement between VCFN and NS Power regarding the exchange of VCFN IRU fibres for NS Power Make-Ready costs, NS Power had enquired to IAI about the status of the VCFN Support Structure Agreement with NS Power. Bruce reported that IAI has been unable to find evidence of such an agreement. Bruce reported that IAI was working to obtain a Support Structure agreement with NS Power. Bruce noted as well that NS Power may invoice VCFN for Support Structure fees to date. It was noted that the VCFN has accrued expenses for these fees.

5. **In Camera Session:** No in-camera session was held.

6. **New Business:**

-Grant Thornton recommendations: It was noted by Shirley Pineo that the VCFN executive should meet to determine a course of action with regard to the recommendations on accounting controls made by Grant Thornton at the 2011-2012 AGM held earlier in the day. Don Clarke agreed and noted that the executive would meet at another time.

-Signing Authority: The board approved a resolution to have four individuals authorized to sign on behalf of the VCFN. These are:

Don Clarke, Chair (Mayor, Berwick)

Hugh Simpson, Vice Chair (Councillor, Wolfville)

Shirley Pineo, Secretary Treasurer (Councillor, West Hants)

Bob Ashley, CAO, (Kings County)

Cheques will require signature by one Board member and one CAO.

-Miles Genetics Link: Terry Dalton reported that funding had been approved to create a link between Miles Genetics, located in the Kentville Agricultural Research Station and Dalhousie University, in Halifax. Bruce MacDougall said he would contact Pat Power at Dalhousie regarding this.

7. **Adjournment:** The meeting was adjourned at 5:00 p.m. (Simpson)