



Valley Community Fibre Network
Minutes of the May 27th, 2013 Board Meeting
Vineyards Room, 78 Cornwallis St. Kentville, NS

1. **Call to Order:** The meeting was called to order by the Chairman at 10:35 am. A quorum was present. Board members in attendance were:

Don Clarke (chairman)

Shirley Pineo (Councillor, West Hants)

Faye Hill (Councillor, Hantsport)

Hugh Simpson (Deputy Mayor, Wolfville)

Gary Meister (Acadia University)

Also present were:

Sue MacArthur (Mainland Telecom)

Bruce MacDougall (IAI)

Terry Dalton (ACORN)

Don Regan (CAO, Berwick)

Regrets:

Dale Facey

Scott Geddes

2. **Approval of Agenda:** The agenda (document 100-170-309) was approved with additions for New Business. (Hill / Simpson)

3. **Minutes of the February 26th, 2013 Board Meeting:** The minutes of the February 26th 2013 Board Meeting (document 100-170-301) were approved. (Pineo / Simpson)

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

-Network Status Reports: Bruce noted that these were distributed electronically to Board members periodically. Bruce noted that there had been no failures or outages during the previous period.

-Revenue Estimates: Bruce distributed a 2013-2014 commercial revenue report (document 100-170-308) and explained that this revenue forecast would be incorporated into the VCFN budget for 2013-2014. Bruce noted that due to the higher than expected revenue forecast for 2013-2014, he expects to submit a budget document to the next VCFN Board meeting with a contribution from the partners equal to the previous year's contributions, but which makes a reduced demand on the reserve fund.

-New Fibre Laterals: Bruce noted that the VCFN would make net non-recurring revenues of approximately \$ 55,000 by providing additional fibre to a commercial customer.

-New Commercial Arrangements: A discussion of new commercial arrangements for new and existing customers was referred to the in-camera session.

Hugh Simpson took over the Chair.

5. **Berwick Fibre:** A discussion was held regarding the VCFN acquisition a segment of fibre-optic cable built recent by the Berwick Electric Commission. A motion was made that Hugh Simpson would communicate with the Berwick Electric Commission with a request to purchase the fibre-optic asset in question. The motion was passed (Pineo / Hill). Bruce MacDougall sought and received assurances that the work to connect the new lateral in Berwick should continue pending the completion of the transaction, and that all parties were amenable to the transfer of the fibre-optic asset to the VCFN.

Don Clarke returned to the Chair.

6. **New Business:**

-Windsor – West Hants – Hantsport Joint Council: Bruce MacDougall noted that he had been invited to present a status report on the VCFN at this Joint Council meeting to be held on Thursday May 30th. Bruce agreed to bring a VCFN map if possible.

-Middleton Council: Don Clarke noted that he and Bruce MacDougall had made a presentation to the Middleton COTW including a discussion of Middleton becoming a customer of the VCFN or a new partner in the VCFNA. Don noted that the next step would be for the Town of Middleton to communicate its wishes formally to the VCFN. There was some general discussion about the advisability of bringing in new VCFNA partners and the required capital contribution.

-Terry Dalton Terry Dalton reported on a number of initiatives that he was involved in at a Provincial, National, and International level. (A further document from Terry will be added to the Minutes)

-Telephony Initiative: Don Clarke noted that he would organize a meeting of the six municipalities of the VCFNA, including CAOs, in order to discuss the prospects of a joint IP Telephony project. This will occur during the summer months.

7. **In-camera Session:** The Board meeting entered an in-camera session following a motion to this effect (Pineo/Hill).
8. **Regular Session:** Following in-camera discussions, the Board returned to a regular session following a motion to this effect (Hill/Pineo).
9. **A motion was made as follows:** Acting in their capacity as operations partner, IAI shall be authorized to allow customers to amortize the cost of installation fees over a period of up to 36 months for new installations. This authorization shall not exceed a total value of \$ 40,000 and shall expire on March 31, 2014. IAI shall advise existing customers of this new facility. The motion was passed. (Pineo/Simpson)
10. **Adjournment:** The meeting was adjourned at 12:00 p.m. (Simpson)