



Valley Community Fibre Network
Minutes of the Board of Directors Meeting
January 24th, 2011 – 10:00 a.m.
KRDA Board Room – 35 Webster St. Kentville, NS

1. **Call to Order** : The meeting was called to order by the Chairman at 10:03 am. A quorum was present. In attendance were:

Bob Ashley (CAO Berwick)

John Atwood (Mainland Tel)

Don Clarke (chairman)

Dale Facey (NSCC)

Steve Kerr (Kings RDA)

Kathleen Leslie (Dir. IT, Kings)

Bruce MacDougall (President, IAI)

Sue McArthur (Mainland Tel)

Mike McGee (Mainland Tel)

Gary Meister (Acadia)

Geoff Muttart (Legal Counsel, MTDC)

Janet Newtown (County of Kings)

Shirley Pineo (Councillor, West Hants)

Paul Richards (ACOA)

Dave Seeley (Councillor, Windsor)

Cris Shirritt (Legal Counsel, MTDC)

Hugh Simpson (Deputy Mayor, Wolfville)

R. J. Simpson (CA, IAI)

Regrets were received from Faye Hill

2. **Approval of Agenda:** The Agenda was approved with the following rearrangement of items to allow for all in-camera items to be addressed last. A report from Mainland Tel was also added to the Agenda. Moved by Councillor Newton, seconded by Councillor Pineo. Passed unanimously.

3. **Approval of the minutes of the October 18th, 2010 Board Meeting:** The minutes of the October 18th, 2010 Board meeting were approved without change. Moved by Councillor Pineo, seconded by Councillor Seeley. Passed unanimously.

4. **Business arising from the minutes:** Councillor Pineo requested that the draft minutes of Board meetings be circulated to the Board members as soon as possible following the Board meetings. Mr. MacDougall replied that he would have the draft minutes circulated to the Board members within one week of the meetings.

5. **5a: VCFN Operations Reports:** Mr. MacDougall presented reports on items from the agenda as follows:

CRTC Decision regarding Bell-Aliant Attachment Fee rate increase. (CRTC Decision 2010-900): Councillor Pineo asked why the VCFN did not intervene in the CRTC proceedings. Mr MacDougall replied that there were several interveners with a similar perspective to the VCFN, and that an intervention would have been very expensive.

New Lateral Branches: Mr. MacDougall reported on the status of construction and commissioning of new lateral branches to the VCFN.

Presentation to Windsor-West Hants-Hantsport joint council: Mr. MacDougall reported that he would be making a presentation to the joint council on January 27th. (This presentation was subsequently postponed due to weather)

5b: VCFN Financial Reports: Mr. R. Simpson presented reports on items from the agenda as follows:

Operating Loan from Municipality of Kings: Mr. Simpson reported that the Municipality of Kings had enquired regarding the status of this loan. The loan currently stands at \$ 30,000.00. Following discussion Mr. Simpson stated that there was a repayment schedule in place that would see the loan repaid in three years. The Chairman noted that this was his understanding as well.

CGL Renewal: Mr. Simpson noted that the General Liability Insurance for the VCFN had been renewed. A general discussion ensued regarding Directors and Officers Insurance. The Chairman noted that this matter would be pursued by the board.

HST Rebate and Corporate Tax Returns: Mr. Simpson noted that several HST rebate cheques were being held by CRA until VCFN corporate tax returns had been filed for 2009 and 2010. Mr. Simpson noted that these returns had been filed prior to the meeting by Morse Brewster Lake. HST rebates were expected to be received shortly.

5c: Network Status Update

Outage November 6th: Mr. MacDougall presented a report on the outage of November 6th, noting that a partial break in the cable had resulted in some customers being affected. The outage was repaired before the end of the day. Mr. Atwood of Mainland Tel noted that Mainland Tel customers suffered an outage that lasted most of the day.

Storm Event December 13th: Mr. MacDougall presented reports of inspections that were undertaken immediately following the wind storm event of December 13th and in mid January, noting that while there had been no outage, several serious issues resulting from the storm had been noted and rectified.

Network Operations Service Reports and Project Reports: Mr. MacDougall noted that the NOSR reports for October, November, and December 2010 had been distributed and that there were no outages or issues other than as reported above. Several projects were under way, including four new lateral branches under construction or recently completed. As well, Mr. MacDougall reported that IAI had quoted on construction of a lateral to the new Valley Waste Management site.

5d: Sales and Marketing Reports

The Sales and Marketing reports were held in-camera in order to keep competitive information confidential.

6. **IMITT Report:** Mr. Ashley presented the IMITT report as circulated. A discussion ensued about the difficulties encountered with completion IT projects. Mr. Muttart and the Chairman noted that the IMITT report was presented for information purposes and that a discussion of IT projects was outside the mandate of the VCFN. A general discussion ensued, including questions from Councillor Newton regarding a videoconferencing project undertaken by the Town of Wolfville.

In response to a question, Mr. Ashley and the Chairman noted that a meeting was scheduled to discuss possible arrangements with the FUNDYweb Broadband Board. This meeting was being held following a motion at a previous VCFN board meeting authorizing a committee to be formed in order to approach the FUNDYweb Broadband Board.

7. **Mainland Tel Report:** Mr. Atwood reported that difficulties with construction delays were impacting his business. Mr. MacDougall stated that NSP is very slow to respond to make-



ready requests, and that this was the reason for the delays. Mr. Atwood also reported that Mainland Tel had several trials of their telephone service under way with municipalities. Mr. Atwood also noted the need for a backup link to Halifax for the VCFN. Mr. MacDougall noted that this was one of the goals behind the schedule meeting the FUNDYweb group.

A general discussion took place regarding the need for marketing of the VCFN to occur locally. Mr. MacDougall noted that the VCFN mandate was to encourage local service providers such as Mainland Tel to market and sell services to the SME sector.

Mr. Kerr noted that a business plan for the VCFN could be developed and that he was working with NSBI and other stakeholders toward this goal.

8. In-camera Items

The Sales and Marketing report as well as financial and legal matters were considered in the in-camera session. The Sales and Marketing Report (Document 100-170-211) was circulated during this session and should remain confidential among those present.

9. Adjournment

The meeting was adjourned at approximately 12:15

Related Documents

Document 100-170-199A VCFN October 18, 2010 Board Meeting Minutes – Circulated with Agenda
Document 100-170-200 Post-storm inspection report, December 14th, 2010 – Circulated with Agenda
Document 100-170-204 January 24, 2011 Board Meeting Agenda – Circulated prior to meeting
Document 100-170-205 VCFN Overview – Slide set for Joint Council Meeting – Circulated with Agenda
Document 100-170-206 IMITT Report, November 1, 2010 – Circulated with Agenda
Document 100-170-208 Board Reports for January 24, 2011 Board meeting – Circulated with Agenda
Document 100-170-209 Network Maintenance and Project Report – Circulated with Agenda
Document 100-170-210 Post-storm re-inspection report, January 20, 2011 – Circulated with Agenda
Document 100-170-211 Sales and Marketing Report – Circulated with Agenda
Document 100-170-NOSR 20101031 Network Operations Service Report Oct. 2010. – Circulated independently



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Document 100-170-NOSR 20101130 Network Operations Service Report Nov. 2010. – Circulated independently

Document 100-170-NOSR 20101231 Network Operations Service Report Dec. 2010. – Circulated independently