
National Roads Authority
Minutes of the Two Hundred & Seventy Eighth Meeting of
the Board of Directors
held in NRA Conference Room,
370 North Sound Road, George Town, Grand Cayman
Wednesday, 09th January 2019 at 9:30 a.m.

In attendance were:

Donovan Ebanks	Chairman
Gary Clarke	Deputy Chairman
Stanley Panton	Director
Dane Walton	Director
David Arch	Director
Kenross Connolly	Director
Tristan Hydes	Representative of Chief Officer, Ministry CPI
Edward Howard	Acting Managing Director
Priscilla Jackson	Executive Secretary

Invited:

Mark Scotland	Senior Project Manager
---------------	------------------------

Absent:

Paul Bodden Jr (Andy)	Director
Charles Brown	Observer, Ministry CPI

1. Call to Order

The Chairman called the meeting to order at 9:57am.

P Preliminary

I. Appointment of Executive Secretary

The ES was excused at this time; the Board discussed this matter and ES was asked to return to the meeting. The Board approved the extension of the appointment of Ms. P. Jackson, Administrative & Operations Assistant I, as Executive Secretary for the month of January 2019 under the same terms and conditions. The Chairman expressed his appreciation from himself and the Board. The management is currently reviewing the ES roles within the Authority and will decide on what her future roles will be.

2. Minutes of Previous Meetings

- a. 28th November 2018 – confirmed and signed off
- b. 12th December 2018 – reviewed and changes proposed

3. Administration

3i. Proposed Legislative Review

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

The Chairman mentioned he will reach out to Ms. Cheryl Neblett and request her advice on a drafts person for the proposed amendments to the laws.

The Chairman mentioned he did receive contact information for Ms. Cheryl Neblett. He undertook to contact her this week and provide the Board with an update before the next meeting.

3ii. Funding – Post-retirement health benefits

Minutes of the 28th November 2018

The Chairman acknowledged that he misunderstood Director Hydes request for a copy of the proposed amendment to s.19 of the NRA law which he had omitted when sending the draft Cabinet Paper and other documents.

Director Hydes advised the Board that the Cabinet documentation has gone to caucus for review. He also mentioned there is to be a meeting of the LA in December; he will follow up with the Minister.

Minutes of the 12th December 2018

The Chairman mentioned he has checked the Gazette Office website and not seen the NRA (Amendment) bill published. Director Hydes mentioned the indications are that the bill has seemingly been approved by Cabinet.

SPM Scotland mentioned that in conversation recently with the Financial Secretary (FS) regarding a different issue the FS mentioned the documentation has not been sent to Cabinet for review due to comments from the Finance Dept. The Chairman mentioned when Director Panton and he met with Minister of Finance (MoF) and FS, the FS was fixated on putting a limit on how much funds the NRA could receive even if the 85% of the Road Fund provision was adopted. He noted that no other statutory authority has a restriction on the percentage of revenue that they have access to.

Director Hydes mentioned he is supposed to receive the documentation today including the comments from the Finance Dept.

3iii. Outstanding AR's from 2017 – MD-CFO

Minutes of the 12th December 2018

The ES followed up with the CFO and he confirmed all invoices for October are still outstanding. However, payment is expected within the next week. He also confirmed the below invoices were sent to the Ministry for payment:

- November 2018 \$ 15,354.48 – (LPH)
- November 2018 \$ 122,323.98 - (Mango Tree to Elgin Ave Connector)
- November 2018 \$ 56,399.41 – (Shamrock Rd / Hirst Rd)
- November 2018 \$ 92,732.57 - (Crewe Rd / Tropical Gardens / Navis Close)
- November 2018 \$ 239,796.89 – (MISC. Asset Road Work)
- November 2018 \$ 260,337.00 – (Guard Rails)
- November 2018 \$ 65,970.14 – (Capital Drains project)

- November 2018 \$ 248,846.92 – (MISC. District Paving)

The ES followed up with the CFO and he confirmed that the invoice for October (North Church Street remedial works) is still outstanding and all invoices for November 2018 are outstanding. The invoice for December 2018 has not yet been presented to the Ministry.

The Chairman questioned Director Hydes as to when the accounts for 2018 will be closed; Director Hydes was unsure and the Chairman requested AMD to follow up with CFO and provide an update at the next scheduled meeting.

Director Hydes questioned AMD about the payment for the CoLA by the Ministry and he confirmed it is still outstanding. AMD stated that the Ministry was requiring that NRA to submit an invoice for the payment even though it was an equity injection. Director Hydes will follow up when he returns to office.

3iv. Budget

Director Hydes mentioned he spoke to the AMD regarding the budget for 2019. He stated that the NRA needs to separate apart the projects planned for the second part of the two-year budget distinguishing between the projects commenced in 2018 but not completed and those commencing in 2019. The Ministry needs to be informed of how much more money we need in order to request for additional funds that the NRA did not spend last year. The AMD and SPM confirmed they are currently working on this.

The AMD confirmed as it stands for this current year we are operating on a budget of \$10M, with \$1.5M going to the P-RHB fund.

SPM Scotland mentioned the list of district road work is at approximately \$1.2M and paving at approximately \$1M. However, the funding for district roads need to be increased.

As for the district roads, the Works manager is to produce a list of roads based on constituency (not district). The list needs to indicate the work done in each constituency in 2018 and work remaining. Some constituencies such as East End and Newlands received a substantial amount of work in 2018 while others such as West Bay received very little. SPM mentioned the works manager is in West Bay this week meeting with MLA members based on the constituency.

Director Hydes mentioned the new drains to be completed in 2019 can be funded by the Ministry.

SPM mentioned there are two paving jobs that were not completed and are under contract (ETH bike land and the work on Spotts straight). Director Hydes confirmed that the NRA should proceed to have these jobs completed, and also provide a list of other projects which it would wish to undertake in 2019 in order for him to secure the funds. The Chairman suggested confirming in writing to Director Hydes what is the outstanding balance and Director Hydes can authorise the NRA to proceed with the work.

3v. NRA vehicle 'take home' policies and practices

Minutes of the 28th November 2018

The ES shared with the Board the estimated value of the former MD's truck. The valuation, completed by a local car dealership, estimated the value of the truck to be CI\$29,000 and the estimated cost for minor repairs identified as needed to be CI\$1,662. The Board discussed and approved the sale of the Chevy Silverado as is.

Director Panton suggested advertising the truck on a local online advertising site which is free and to list the purchase amount at \$35K, the Board agreed to this.

Minutes of the 12th December 2018

The Chairman suggested that management we will have to make a decision on how important it is for the Authority to have one or two people on call. If this is what is needed, the AMD will have to take a proactive approach and identify two employees who he thinks are suitable for this role. AMD mentioned he received a few volunteers and have few people in mind. The Chairman suggested that management needs to determine the two employees who it wishes to have on call, the terms of the arrangement and if refused, disciplinary action needs to be taken. The authority cannot operate on the basis of what employees wish to do. This is to take effect as of 1st January 2019.

The AMD confirmed he has not yet appointed the two employees to be on the "911 call out" list. SPM Scotland mentioned during the Christmas the ES arranged crews to attend to a few emergencies, which was handled by the ES and the Foremen. Director Stanley expressed the Board's appreciation of the assistance during these emergencies. However, the Board is still in favour of having a proactive call out list. The AMD will appoint two employees who will be suitable for this role by the next scheduled meeting. The Chairman questioned the GPS devices, the AMD confirmed FM Scott was working on this matter and will request a Fleet update for the next scheduled meeting.

Minutes of the 28th November 2018

The AMD confirmed that the Brac employee has delivered his resignation effective 30th December 2018.

The AMD also confirmed that he wrote to the District Commissioner on 26th November regarding the NRA paving equipment and is hoping to have a response from the DC before the next Board meeting on 12th December.

Minutes of the 12th December 2018

No update given.

No update given.

3vi. Explosives Issue - Update

Minutes of the 14th November 2018

The AMD mentioned a reporter contacted him regarding this matter; he shared with the board a suggested response to the media from GIS. The Board reviewed the statement however, they were not happy and requested the AMD to amend and provide to the Chairman for review.

Minutes of the 28th November 2018

The Chairman mentioned the article that was posted in today's Cayman Compass regarding this matter. The AMD mentioned the Authority had worked with the RCIPS, Cabinet office and the Ministry regarding the release. He mentioned all offices provided their input on the matter and GIS prepared the press release.

Minutes of the 12th December 2018

The Chairman raised the issue regarding the media release, as it was indicated in the release that the assessment would be completed by the end of November. However, AMD advised the Board that the assessment has not yet been completed.

He stated that the SE has completed additional investigation at the Magazine Master's property but no addition blasting materials were found.

The Chairman stated that we need to complete the investigation and to officially state as a record any items that were not accountable for.

He also stated that the second part of this matter is to ensure the proper and timely inspection of magazines and the reconciliation of inventories with blasting reports and importation permits going forward as of January 2019. The Board insists that as of January there needs to be a proper protocol for blasting inspections and a timely reconciliations; the Board wants a record that the proper protocol is being adhered to.

The Chairman sought an update on this matter. The AMD confirmed as of today's date the Senior Engineer has not completed the assessment in terms of what material(s) that was unaccounted for. The AMD is to follow up with the Senior Engineer and to provide an update by the next scheduled meeting.

The Chairman expressed his disappointment in this matter. Director Stanley mentioned the AMD should report these issues to the Board and the consequences that will be given to the employee who has not followed the correct protocol.

The Chairman is requesting by the next meeting this matter has been concluded and the Board is informed:

1. if there was any discrepancy; and
2. what the regime has been implemented going forward for maintenance of records regarding the inventory of the magazines.

3vii. Termination of Employment – former Managing Director

The Board received information on 16 February 2018 regarding the apparent misuse of NRA resources. The Board launched an investigation into the matter on 24 April 2018. As a result of the findings of the investigation, the Board terminated the employment of the Managing Director on 31 October 2018.

Mr Edward Howard, Deputy Managing Director, was appointed on 01 November 2018 to act as Managing Director.

The Chairman tabled a "Motion by Chair" for an ex-gratia payment to one of the investigators, S.23(1) [REDACTED] The investigator completed a total of 38 hours and incurred a cost of \$168.00 in changing his travel arrangements in order to remain on island and complete the work. He proposed that a rate of \$70 per hour was reasonable and that the total amount of the ex-gratia payment should be \$2,828.00. The Board reviewed and approved the "Motion by Chair". The Chair circulated to members a list of the meetings which had been held by the seven non-government members of the Board in dealing with the investigation and subsequent disciplinary action. He invited members to review it and indicate any discrepancies at the next meeting. He also expressed his view that members should be paid the normal allowance for attending these meetings.

4. Planning

4i. Linford Pierson Hwy widening – legal and compensation settlements

Minutes of the 28th November 2018

Redacted under Section 17(a) of the FOI Law 2015

Redacted under Section 17(a) of the FOI Law 2015

Minutes of the 12th December 2018

Redacted under Section 17(a) of the FOI Law 2015

Redacted under Section 17(a) of the FOI Law 2015

4ii. Esterley Tibbetts Hwy widening – legal and compensation matters

Minutes of the 28th November 2018

SPM confirmed only update is Decco is continuing the working on the bike lane.

The Chairman mentioned there was an article in the Compass regarding the proposed bike lane on ETH. He and the SPM confirmed that this paving will extend to immediately adjacent to the utility pole that CUC was allowed to place in the road reserve as an 'interim' location pending their obtaining the necessary permission to move it to a permanent location. The Chairman shared with the Board e-mail exchanges between the NRA and CUC from Nov-Dec 2017 which conforms this.

The Board agreed that subject to advice from Sr Crown Counsel Ms D Lewis, the NRA should write to CUC:

- expressing disappointment that the utility pole has not been relocated;
- defining 'interim' as expiring ninety (90) days from the date of the letter;
- advising that the NRA would hold CUC solely liable for any claims which may arise as a result of the pole remaining in its current location after expiry of the 'interim' permission;
- advising that the NRA intends to be totally transparent to the public as to why the situation pertains; and
- seeking a formal and definitive timetable for the re-location of the utility pole and guys off the road right of way.

Minutes of the 12th December 2018

The Chairman mentioned he received a response from Sr Crown Counsel Ms. Dawn Lewis regarding the Board's position in respect of the CUC pole as agreed in the last meeting. She has opined that it is legally in order.

The Chairman informed the Board that he received an e-mail from CUC on 29th November confirming that after a year, CUC is currently drafting a proposal to apply for the necessary way-leave in order to relocate the pole. The Chairman mentioned he drafted a letter to CUC and will send via round robin for the Board to review and approve for the AMD to forward to CUC.

The Board expressed its disappointment that it has taken over a year to have this matter addressed.

SPM Scotland confirmed the bike lane is being completed and the delineators are in stock.

SPM Scotland mentioned the letter that was sent over to CUC regarding the relocating of the poles. CUC is now apparently addressing the matter and confirmed a CUC employee visited the NRA office in regard to surveying to relocate the pole and gather the information and documentation for the purpose of it going to OFFREG for the necessary way-leave.

The Chairman mentioned the letter we sent to CUC requested a response within 21 days, that deadline was January 4th 2019 and we have yet to receive a response. The Chairman suggested if we have not received a formal response by the end of this week, we should contact CUC on Monday, 14th January and state the deadline was 4th January and can we please have a formal response within 2-3 days. AMD mentioned only response we received from CUC was the acknowledgment of the letter.

4iii. Traffic simulation/forecasting model - update

Minutes of the 28th November 2018

The AMD mentioned the WRA are 2-3 months behind. However, they did confirm they are loading the VISUM (Travel Demand Model) to their secured website for him to review today. He mentioned the second part is VISSIM (Traffic Operations Model) should be completed in January 2019. The AMD is to request a revised schedule indicating a completion date of the model.

Minutes of the 12th December 2018

The AMD confirmed WRA is behind by 5-6 months. He shared a revised schedule with the Board suggesting that WRA should be completed May/June 2019. The Board was unhappy and instructed the AMD is to write to WRA stating this is unacceptable. They are to provide a revised schedule and to have the work completed by the end of February 2019.

The AMD confirmed he wrote to WRA and expressed his disappointments. They reverted back with a proposal to have the VISUM model (Macroscopic Model) completed by the end of February 2019. Once this model is completed, it will answer the questions raised regarding the six-lane widening by Grand Harbour and the closure of the road for the CIAA extension. The second model is the Microscopic Model which should be completed by the end of April. The Chairman suggested that the AMD to double check the contract in regards to any tardiness provisions and put WRA on notice that if they do not meet the deadline for end of February or mid-April, the NRA will exercise those provisions as the delay is holding up the progress of the capital work.

The AMD mentioned himself and Assistant Director of Planning and Transportation will be attending the first part of the modelling training Virginia on January 16th & 17th 2019.

4iv. Traffic modelling – CUC roundabout to Tomlinson roundabout

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

The AMD mentioned he received information from the consultants regarding the metering which will make significant improvement to the traffic.

Director Hydes mentioned he would like to have a few guys at the RAB on Bobby Thompson Way and a set of guys by Jose Gas Station to complete an analysis of how many cars vs how many people per car. As the roads have increase the cars have also increased which interferes with the increased of traffic.

The AMD confirmed we will complete a metering traffic flow.

The AMD mentioned there is an Expo during the mid-February in Tampa, ATSSA "American Traffic Safety Services Association" and has recommended a few guys to attend. This expo will have different suppliers with guardrails, delineators, thermoplastic etc.

The AMD confirmed the metering equipment has been ordered and should be on island within the next six weeks. He also mentioned that it was discussed last year having the RCIPS assist the NRA with the survey of the car count at the junction of Old Crewe Rd and South Sound. The Chairman mentioned we have already committed and order the equipment; we can have the RCIPS assist for one week to investigate the impact.

4v. NRA – Design Projects 2016-2020 – status

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

The Chairman questioned SPM Scotland regarding the design for the Island Heritage RAB. SPM confirmed both Island Heritage RAB and Manse Rd require topo surveys. SPM mentioned he has not set a date as yet however; Island Heritage RAB will be done in January 2019.

The Chairman mentioned looking at the geometrics of the RAB's possibly reshaping the RAB's.

SPM Scotland is to check the topo survey on Dr. Tomlinson's and Poindexter RAB's

The Chairman mentioned the Island Heritage RAB which we are doing to topo surveying before the work is started. SPM Scotland mentioned he started making a list of the design projects for this 2019/20 and will provide at the next meeting. He confirmed he has the Islands Heritage RAB, Godfrey Nixon extension, the six-lane widening at Grand Harbour. He also confirmed we have completed the RFP for the six-lane widening and has been given to APEC to redesign.

5. Operations

5i. District Roads – January – June 2018

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

The Chairman confirmed the Ministry increased the District Roads Fund.

The AMD mentioned we are still working on Sandy Grounds Rd and should be completed soon.

5ii. Capital projects - January – June 2018

5ii.a. Esterley Tibbetts Hwy widening – design & construction oversight

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

The SPM Scotland confirmed the south bound bike lane has been paved and he would like to look into barricading the pole for the time being until the bike lane is completely in progress.

SPM Scotland mentioned they have resumed the paving of the bike lane, at 8ft wide. He confirmed of the 8ft paved will be 4ft section will be for cars as a recovery room and the remaining 4ft will be the bike lane and for pedestrians.

The Chairman suggested having it 3ft for cars and 5ft for the bike lane and for pedestrians, and the delineators to be approximately 20-25 ft apart. The Board reviewed and approved this decision.

5ii.b Crewe Road/Tropical Gardens upgrade

Minutes of the 28th November 2018

SPM Scotland mentioned there is stripping (of yellow lines) on the round-a-bout that needs to be completed and the installation of the guard rail next to property [REDACTED] 428.

Minutes of the 12th December 2018

No update given.

No update given.

5ii.c Crewe Rd/Smith Rd intersection – Signage

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

The Chairman mentioned the road work was completed in 2017 and signs have not been installed as yet. SPM Scotland confirmed we have conducted interviews last week for new staff

to assist in the Signs & Lines Dept. and HR stated approximately another two weeks before finalizing. The AMD is to follow up on this matter.

5ii.d Seaview Rd – East End

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

The Chairman mentioned he has not heard from Ms. D Lewis but will follow up with her and revert to the Board.

5ii.e Shamrock Rd/Hirst Rd - Re-alignment, Drainage & Resurfacing

Minutes of the 28th November 2018

The Chairman stated that there were still issues outstanding in relation to the Country Corner Ltd. The developer remains unhappy with the area which the NRA had indicated that it wished to take from Block [REDACTED] parcel 14.

As background:

1. The developer and his attorney met with the NRA BoD on 16 August 2018;
2. The NRA communicated to the attorney on 17 August 2018 its
 - unwillingness to allow traffic to enter his development from Shamrock Road; but
 - willingness to allow traffic to exit the development onto Shamrock Road eastbound over block [REDACTED] parcels 14 and 15, subject to conditions; and
 - reiterated the NRA's desire to retain 3,952 sq ft of block [REDACTED] parcel 14 adjacent to Shamrock Road.
3. The developer's attorney responded on 31 August 2018 objecting to the NRA acquiring 3,952 sq ft from block [REDACTED] parcel 14.
4. The NRA acknowledged the attorney's correspondence on 07 September 2018 and on the same date advised the CPA of the outcome of the earlier discussions with the developer and the offer made to him on 17 August 2018.
5. The CPA forwarded a revised site plan to the NRA on about 17 September 2018. The NRA submitted comments to the CPA on 24 October 2018 with regard to a revised site plan including a plan showing the 3,952 sq ft which the NRA stated it wished to retain from block [REDACTED] parcel 14 as road reserve.
6. The CPA had considered the site plan on 14 November 2018 and issued its decision to Country Corner Ltd. on 20 November 2018. The letter of 20 November 2018 to the developer and the CPA minutes stipulate that the developer must remove all of the parking spaces shown on block [REDACTED] parcel 14. This would appear to represent a misinterpretation of the NRA's comments as only 3# parking spaces fall within the 3,952 sq ft area that the NRA indicated it wished to retain as road reserve.
7. The developer can be expected to challenge this condition and any challenge will bring into focus the NRA's desire to retain the 3,952 sq ft.

As further background, it is worth noting the history of the block [REDACTED] parcel 14 and 15.

- A. The NRA set out to acquire the parcels in March 2017. The NRA's proposal was to acquire the parcels in full because of the limited size and the opinion shared by the L&SD that acquisition of what was needed for the road improvements would render the dwelling on the property uninhabitable.
- B. The NRA had envisaged developing the remnant of the properties as a landscaped area in honour of the ladies who lived there.
- C. During the protracted efforts to have the acquisition gazetted over the remainder of 2017, the developer, having acquired block [REDACTED] parcel 12, emerged as a suitor of the owners of the parcels.
- D. The outcome was that the developer acquired block [REDACTED] parcel 14 (the larger parcel) on 02 Jan 2018; the Cabinet gazetted BP 613 on 03 Jan 2018.
- E. While BP 613 was appropriate based on the ownership in March 2017, it was not appropriate on 03 Jan 2018 when the ownership had changed to the developer. While the former owners would have had no desire to retain any of the property and would have been content with 'whole area' acquisition as provided for in BP 613, the developer as the new owner had, and still has, a desire to retain as much as possible of block [REDACTED] parcel 14.
- F. It follows that if the NRA had prepared a proposal for acquisition post- 02 Jan 2018, when the property owner had a desire to retain as much as possible of the property, it would have been limited to seeking to acquire what it needed immediately and in the near term for road improvements under ss. 3 and 6 of the Roads Law, or had to distinguish between what it required for the road improvements now and in the longer term under s. 25.
- G. It must be acknowledged that the 3,952 sq ft area that the NRA indicated it wished to retain as road reserve is not supported by any technical definition of its shape or area; it simply reflects a general desire to have some land available for future public benefit. While the objective is sound, there is no corresponding quantifying basis of defending the objective.

Against the overall background as set out, the safe and defensible position for the NRA to take is stand by the offer to the developer to allow traffic to exit eastbound onto Shamrock Road over block [REDACTED] parcels 14 and 15 subject to the conditions of:

- maintaining a clear line of sight for vehicles exiting Country Corner to see eastbound vehicles travelling eastbound on Shamrock Road at 35mph (the line of sight should be based on at least 5mph more than the prescribed speed limit); and
- installation of a physical control device to as previously prescribed to prevent vehicles entering through the approved exit.

The clear line of sight condition will prevent any development of an approx. 12-19ft wide strip adjacent to the newly constructed road and thus afford enough width for the addition of another lane in future.

The NRA has the authority under Schedule 1 of the Roads Law to prescribe both aforementioned conditions.

The Board agreed to relinquish its previous proposal to retain 3,952 sq ft of block [REDACTED] parcel 14 adjacent to Shamrock Road. The offer of exit onto Shamrock Road remains as stated above.

Minutes of the 12th December 2018

No update given.

The Chairman mentioned we wrote to S.23(1) back in December 2018, but we have not received a response as of today. He shared with the Board a copy of the plan and the line of sight which we set out for S.23(1). However, he planted lime trees outside the line of sight. The Chairman brought it to the attention of the S.23(1) who is a partner; they removed the lime trees and now have planted coconut trees. This is still interfering with the vision of oncoming traffic.

5ii.f Mango Tree to Elgin Ave Connector

Minutes of the 28th November 2018

SPM Scotland confirmed the duck banks have been partially installed and the Island Paving has started the curbing. He mentioned CUC has started installing the poles but the subcontractor confirmed due no payment the proposed installing is on hold.

Minutes of the 12th December 2018

No update given.

SPM Scotland confirmed CUC has received the bolts to complete the installation of the new poles and the installation of the median has started. Also, the tenders have been made for the sidewalks.

The Chairman question if pedestrian crossing presentation was sent to the Ministry or Caucus, the AMD confirmed he did present to the Minister and completed the Road Tour.

5ii.g Walkers Rd to Olympic Way connector

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

Director Hydes requested an update; the Chairman mentioned he has tried contacting the property owner of 15B68. However, he has not received a response as of today's date.

The Chairman mentioned he wrote to Director Hydes confirming the approval from the property owner. Director Hydes confirmed the Ministry forwarded the BP to NCC however, they have reverted with queries. He confirmed Observer Brown wrote and submitted the documentation to Cabinet pending the comments from NCC. Director Hydes confirmed he will contact them today and will revert to the Board at the next meeting. He did inform NCC the design is complete and hoping to start the work in February 2019.

5ii.h Funding Injection by Ministry – Projects Update

5ii.h.1 North Church Street – Resurfacing

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

No update given.

5ii.h.2 Godfrey Nixon Way - Extension

Minutes of the 28th November 2018

Director Hydes mentioned the Minister has requested to meet with the NRA and they did. They discussed the realignment of the proposed extension and is to make a few minor adjustments to avoid a few parcel owners. SPM Scotland confirmed he met with APEC last Friday, Nov 23rd and he will follow up with APEC on the status of the adjustments and provide to Director Hydes once completed also, to have this section gazetted.

Director Hydes also mentioned creating an alternate entrance to Greenwood Dr from Ashgo Street of the Godfrey Nixon Way.

Minutes of the 12th December 2018

No update given.

No update given.

5ii.h.3 Grand Harbour Roundabout - Resurfacing

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

No update given.

5ii.h.4 Spotts Road

Minutes of the 12th December 2018

No update given.

No update given.

6. Other Business

6i. Claims for Compensation

Minutes of the 28th November 2018

a. Smith Road Widening –BP575 – S.23(1) of the FOI Law 2015 BLK PCL 61

SVO Ruth Watson presented to the Board a memo dated 8th November 2018 from the L&SD recommending the settlement to two registered owners of the subject claim along with the professional fees broken down as follows:

S.23(1) of the FOI Law 2015	15 Carpenter Road	CI \$36,120.00
	219 Smith Road	CI \$14,406.00
DDL Studio	Professional fees	CI \$2,250.00
	Total amount	CI \$52,776.00

The Board reviewed and approved the request claim in the amount of CI \$52,776.00.

No compensation matters.

6ii. Legal action – S.23(1) Block Parcel 426

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

The Chairman inquired whether the co-ordinates had been established for to setting out the access for the S.23(1) property, block parcel 426. SPM confirmed that the NRA issued the co-ordinates to L&S Dept. and requested them to establish the point.

The Chairman suggested that the SPM now needed to write and inform the S.23(1) that:

- the point has been established,
- describe the point and to provide the co-ordinates; and
- in accordance with Schedule 1 of the Roads Law (2016 Revision), authorize the property owner to enter and exit the property at this point subject to the construction of access and exit way according to the plan previously provided to their attorneys, Etienne Blake, on 17th September 2018 showing the decel and accel lanes.

No update given.

6iii. NRA Compound Plans

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

No update given.

6iv. Signage – Primary arterials

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

No update given.

6v. Speed humps and Speed tables

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

The Chairman mentioned he asked the Board members to test the two samples that were completed on Industrial Way. The Board suggested the speed hump that was nearest to Liftech was the best one to use, the one with the linear slope.

SPM Scotland mentioned the speed hump programme will recommence using the Lineal template going forward. He mentioned he will speak to our WM to prepare a list of the outstanding speed humps to be installed in 2019.

No update given.

6vi. Landscaping of roundabouts

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

No update given.

6viii. Pedestrian facilities at roundabouts

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

No update given.

6ix. Board Members

Minutes of the 28th November 2018

Director Arch mentioned Truth for Youth School has expressed their appreciation for the W-11 ped's crossing sign.

Director Walton expressed his concerns on the over grown bush along the East-West Arterial.

Minutes of the 12th December 2018

The Chairman mentioned he received a call from Mr. Olsen Jackson from the Lion's Club requesting to possibly to receive a few loads of millings at the Lion's Centre.

SPM Scotland mentioned the property next to Mr. Dale Crighton's property has been cleared and he suggested placing some of the milling on the road side to allow the community to park and walk safely in this area. As there are many families who come to visit and to see the Christmas lights and decorations.

The AMD mentioned Mr. Crighton has prepared a temporary parking lot and has a gate from the parking lot to his property, that way people can avoid the road side. The Chairman also suggested using the white plastic barricades to be place at the edge of the road side therefore cars cannot pull off the road but able to pull into the parking lot.

This will allow people to also walk through this area safely and at the end of the night the barricades can be moved back towards the wall. The Chairman also mentioned using the roller to level the area of the parking lot and walkway.

The Board discussed and approved the request for both the Lion's Club and Mr. Crighton's property.

Director Clarke mentioned the shoulder across from Subway Industrial Park before Home and Office. If it is possible could we cut back the overgrown bush and maybe add some fill on the shoulder as pedestrians do use this section. SPM Scotland confirmed this section is on our paving list for this year.

Director Arch mentioned coming off Breezy Way Road onto Old Jose Way there is a chain link fence on the right-hand side which interferes with the line of sight and is very dangerous. AMD confirmed he knows the owner and will contact me. Director Panton also mentioned coming from Breezy Way onto Owen Roberts Drive is the same issue with another chain link fence, maybe take 4ft of land and install a sidewalk.

Director Panton mentioned he had an idea to assist with the traffic flow in Industrial Park. When coming out of Seymour Drive possibly installing a "No right turn" at North Sound Rd and also a "No Left Turn" from North Sound Road onto Seymour Drive. The traffic traveling west bound onto North Sound Rd could possibly use Commercial Ave as a new route to access Seymour Drive.

The traffic following from the Butterfield RAB will have a straight flow and to remove the light pole by Tortuga and install two lanes on the Butterfield RAB. SPM suggested removing the RAB by Cannon Place and having that section as a "T" junction. Director Panton mentioned with removing the RAB it will allow the traffic to flow and traffic coming out of Seymour Drive can use the RAB by Parkers to go around and back to Butterfield RAB. Commercial Ave is a private road however, if gazetted can be raised and repaved.

AMD mentioned the Ministry of Education has requested for rough fill to assist at the back of Red Bay Primary School. The Board agreed to this request.

The Chairman also mentioned he received a call from Mr. Owen Evans from the Church of Christ on Batabano Rd has requested for some fill. The Board agreed to this request.

6x. Miscellaneous

a. BP 138 - Farm Road – Request for water

Minutes of the 28th November 2018

The AMD shared (via e-mail to the Chair) that L&SD has reported that the PCM is currently being worked on.

Minutes of the 12th December 2018

No update given.

No update given.

c. Further Road – North Side - Block [REDACTED] Parcel 133

Minutes of the 28th November 2018

c. Further Road – North Side - Block [REDACTED] Parcel 133

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

No update given.

d. CIAA Project

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

No update given.

e. CIAA / NRA Re : Crewe Road

Minutes of the 28th November 2018

No updated given.

Minutes of the 12th December 2018

The Chairman mentioned he and the AMD met with Mr. Albert Anderson, CEO of the CIAA; the Chairman Mr. Tom Guyton was unable to attend. The CIAA seemly are keen to extend the runway by 400ft to the west, and possibly another 500ft in the next few years for a total of 900ft which will take the run way almost to the north-south segment of Crewe Road. The CIAA recognises that this will necessitate the installation of a blast wall. The immediate objective is to complete the first 400ft.

The Chairman mentioned the outcome of the meeting was Mr. Anderson expressed his appreciation that with the volume of traffic on Crewe Road, closure would cause significant disruption of traffic flow. He also acknowledged that the assessment of the closure of the road cannot be considered without the projection of this impact, and the alleviating measures, by the impending Traffic Model.

SPM Scotland mentioned the fence was installed incorrectly and will have to be moved and may cost approximately \$14K.

SPM Scotland confirmed CIAA has moved the fence and it was confirmed the SE provided the points to the surveying crew. SPM mentioned the points that were provided may have been better to install the fence at different points however; this was not approved by the CIAA.

f. Road Safety Conference – IRF

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

No update given.

g. East West Arterial Rd / Hirst Rd.

Minutes of the 28th November 2018

No update given.

Minutes of the 12th December 2018

No update given.

No update given.

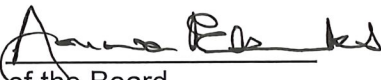
7. Date of next meeting


The Board will hold regular meetings on the following dates:

- 23rd January 2019; and
- 6th & 20th February 2019.

An Extra Ordinary meeting will be held on 30th January 2019 to strategize 2019 actions.

There being no further business, the meeting was adjourned at 1:20pm.

Signature 
Chairman of the Board
Confirmation of minutes:
Date: 23 Jan. '19

Signature 
Executive Secretary
Seconded: Confirmation of minutes
Date: 23 Jan 2019.