
National Roads Authority
Minutes of the Two Hundred & Eight First Meeting of
the Board of Directors
held in NRA Conference Room,
370 North Sound Road, George Town, Grand Cayman
Wednesday, 6th February 2019 at 9:30 a.m.

In attendance were:

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| Donovan Ebanks | Chairman |
| Stanley Panton | Director |
| Dane Walton | Director |
| David Arch | Director |
| Kenross Connolly | Director |
| Paul Bodden Jr (Andy) | Director |
| Tristan Hydes | Representative of Chief Officer, Ministry CPI |
| Edward Howard | Acting Managing Director |
| Priscilla Jackson | Executive Secretary |

Invited:

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

Apologies:

| | |
|-------------|-----------------|
| Gary Clarke | Deputy Chairman |
|-------------|-----------------|

Absent:

| | |
|---------------|------------------------|
| Charles Brown | Observer, Ministry CPI |
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1. Call to Order

The Chairman called the meeting to order at 9:58am.

P Preliminary

Appointment of Executive Secretary

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019 The Board considered input from the AMD and HRM and approved the appointment of Ms. P. Jackson for the period 01 February – 31 December 2019. The appointment is on the same terms and conditions as set out in the letter of 2nd January 2018 to her but those terms and conditions are subject to revision

by the NRA management, in consultation with the Board, in the context of her overall employment duties and responsibilities.

In addition, Ms Jackson is to copy all routine communication between the Chair and herself to the Acting Managing Director and the HR Manager in order that they can exercise their oversight and management responsibilities in respect of her performance.

No further discussion.

2. Minutes of Previous Meetings

- a. 9th January 2019 – confirmed and signed off
- b. 23rd January 2019 – reviewed and changes proposed

3. Administration

3i. Proposed Legislative Review

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

The Chairman confirmed he did reach out to Ms. Cheryl Neblett this morning asking if she could possibly guide us in the right direction, seeking someone who can assist us with converting the desired outcomes to proper drafting instructions for review and approval. Those will then need to be put to the Cabinet via the Ministry for authorisation to produce the corresponding draft amending the legislation.

The Chairman advised that he had spoken with Ms. Neblett yesterday (5th Feb 19). Her drafting person will use the document of what the Board sees as issues and our desired outcomes to produce drafting instructions for discussion between her office and the Board. Once agreed, these will need to be presented to the Ministry for its approval and transmission to Cabinet for Cabinet's approval. The Legislative Drafting office can only proceed with drafting the amendments to the laws if Cabinet authorises it to do so. Ms. Neblett will revert to the Chair at her earliest once the initial drafting instructions have been prepared.

3ii. Funding – Post-retirement health benefits

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

The Chairman stated he did not have an update on this matter. Director Hydes advised that he has discussed matter with relevant officials but has not had a response as yet. The Chairman mentioned he would appreciate if someone could kindly respond with an update. The Board deserves this.

The Chairman confirmed he has not yet received an update to this matter. Director Hydes advised that the Ministry has taken steps to have the proposal presented to Caucus for a final decision.

3iii. Financial Report as of 31 December 2018

Minutes of the 23rd January 2019

The Financial Report for the period ending 31st December 2018 was not available. The AMD undertook to provide it prior to the next meeting on 23rd January 2019.

The CFO confirmed he was still in process of completing the Financial Report for December 2018 and will have the ES provide to Members once completed.

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

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

The ES followed up with the CFO and he confirmed that the invoice for November that is currently outstanding is MISC. District Roads \$248,846.92 and the payment for the CoLA.

He also confirmed the below invoices were sent to the Ministry for payment:

- December 2018 \$ 15,483.00 – (LPH)
- December 2018 \$ 88,128.20 - (Mango Tree to Elgin Ave Connector)
- December 2018 \$ 30,416.84 – (Shamrock Rd / Hirst Rd)
- December 2018 \$ 2,118.92 - (Crewe Rd / Tropical Gardens / Navis Close)
- December 2018 \$ 178,510.53 – (MISC. Asset Road Work)
- December 2018 \$ 100,067.68 – (Grand Harbour RAB / Midsummer Dr Traffic Island / Traffic Island South Shore Condos / Additional Bike Lane ETH)
- December 2018 \$ 18,942.00 – (Capital Drains project)

The AMD confirmed the CFO is finalizing the Financial Report for December 2018 and will be available for review at the next schedule meeting.

The ES followed up with the CFO and he confirmed all invoices for December 2018 are still outstanding including the invoice for the CoLA in the amount of \$112,000.00. He mentioned he is expected to receive payment this week and will confirm once received.

3v. Budget

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

The NRA will be operating on the basis of having CI\$8.5M available for all traditional activities with \$1.5M going to the post-retirement health benefits fund.

The AMD shared with the Board the Budget for 2019 vs 2018. He broke it down by project codes NRA5 through to NRA15:

- **NRA 5 – Planning and Development of New Public Roads,**
In 2018 it was budgeted for \$600,000.00 actually invoiced \$270,045.93 with a remaining balance of \$329,954.07
In 2019 it is budgeted for \$650,000.00
- **NRA 6 – District Roads**
In 2018 it was budgeted for \$1.6M, actually invoiced \$1,135,781.56 with a remaining balance of \$464,218.45
In 2019 it is budgeted for \$1.2M

- **NRA 7 – Policy Advice & Development**
In 2018 it was budgeted for \$62,500.00, actually invoiced \$10,915.00 with a remaining balance of \$51,585.00
In 2019 it is budgeted for \$0
- **NRA 8 – Storm Water Management**
In 2018 it was budgeted for \$87,500.00, actually invoiced \$144,828.10 with a remaining balance of \$ (57,328.10)
In 2019 it is budgeted for \$500,000.00
- **NRA 9 – Maintenance of Roads – Grand Cayman**
In 2018 it was budgeted for \$4,617,960.00, actually invoiced \$5,191,877.77 with a remaining balance of \$ (573,917.77)
In 2019 it is budgeted for \$4,650,000.00
- **NRA 10 – Street Lighting – Grand Cayman**
In 2018 it was budgeted for \$1,175,000.00, actually invoiced \$1,160,855.94 with a remaining balance of \$14,144.06
In 2019 it is budgeted for \$1,250,000.00
- **NRA 11 – Pavement Management & Other Roads Asset Management Programmes**
In 2018 it was budgeted for \$100,000.00 actually invoiced \$79,349.13 with a remaining balance of \$20,650.87
In 2019 it is budgeted for \$100,000.00
- **NRA 12 – Road Safety & Roadside Guard Rail Installation Program**
In 2018 it was budgeted for \$237,500.00, actually invoiced \$275,285.12 with a remaining balance of \$ (37,785.12)
In 2019 it is budgeted for \$100,000.00
- **NRA 13 – Explosive & Blasting Management**
In 2018 it was budgeted for \$20,000.00, actually invoiced \$23,632.61 with a remaining balance of \$(3,632.61)
In 2019 it is budgeted for \$50,000.00
- **NRA 14 – Arterial Road Surface Rehabilitation**
In 2018 it was budgeted for \$616,135.00, actually invoiced \$207,428.84 with a remaining balance of \$408,706.16
In 2019 it is budgeted for \$0
- **NRA 15 – Provision for Other Costs**
In 2018 it was budgeted for \$883,405.00, actually invoiced \$1.5M with a remaining balance of \$(616,595.00)
In 2019 it is budgeted for \$1.5M

The AMD shared the revised Budget for 2019 the Board agreed to approve the budget with the below amendments:

- Reduce NRA 5 – Road Safety Workshop by \$40,000.00, creating a provision over the safety actives;
- Increase NRA 12 – By \$30,000.00 towards Encroachments; and
- To add the remaining \$10,000.00 towards possible hiring a Traffic Engineer

3vi. NRA vehicle ‘take home’ policies and practices

Minutes of the 9th 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 23rd January 2019

The AMD mentioned he met with the Supervisors and Foremen who will be committed to the “911 call out” list and he also shared with the Board the drafted agreement. The proposal called for employees to take home vehicles and compensation for the emergency calls during the night. He suggested a flat rate of \$100 per call out assuming a maximum of three hours per employee and over three hours, the compensation would be paid at 1.5 times their hourly rate for the actual hours.

The Board discussed this but was not in favour of the suggested compensation terms and having the vehicles taken home. The Board suggested the AMD to revise the remuneration to a minimum of 3hrs for up to 3hrs and actual hours at 1.5 times their hourly rate for the actual hours when the time exceeded 3hrs. All vehicles should be left at the NRA compound and the employee, if called out, would report to the compound and retrieve necessary tools and vehicles to attend to the matter.

The AMD shared a revised the “911 call out” and confirmed the Management and staff have come to a final consensus. The employees listed on the roster have agreed to the following:

- No taking home of vehicles; and
- A minimum of 3hrs call out on a flat hourly rate, anything after 3hrs will be paid as time and a half per incident.

Director Panton raised the issue of supervisors and foreman who have refused to be a part of this responsibility and questioned how our CHRO was handling this matter. AMD mentioned CHRO was initially aware of this matter and he will discuss with her.

The Chairman also raised the issue on compensation to main contact who is the ES; she receives the calls from 911 and then contacts the supervisors/foremen to report to the incident. He confirmed she should also be compensated for her time as listed above.

The Board agreed to this suggestion.

3vi. Explosives Issue - Update

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.

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

The ES shared a report that was prepared by the Senior Engineer (SE). The Board reviewed the report but again was disappointed.

The Chairman invited the Senior Engineer to present the report and the assessment for how much, if any, blasting materials were unaccounted for.

The Senior Engineer went through his report with the Board. However, the Board did not find the report clear and straight forward; the Board expressed again their disappointment in this matter.

The Board requested the Senior Engineer to revise his report and to format the inventory information into an Excel sheet and to provide these at the next scheduled meeting.

The ES shared a revised report that was provided by the Senior Engineer (SE). The Board expressed their disappointment as the report was clearly incomplete and was unable to discuss at this time.

3vii. Termination of Employment – former Managing Director

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

There were no amendments or corrections to the list of meetings of the seven (7) non-government members circulated by the Chair at the last meeting.

The Chairman provided the AMD the keys for the former MD's office and truck.

No further discussion at this time.

4. Planning

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

Minutes of the 9th January 2019

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

Minutes of the 23rd January 2019

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 9th January 2019

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 2-3days. AMD mentioned only response we received from CUC was the acknowledgment of the letter.

Minutes of the 23rd January 2019

The Chairman shared a response form Mr. David Watler, CUC, regarding the work that CUC purportedly has been doing to be able to relocate the offending utility pole on the southern end of the ETH. The Board is to review and discuss at the next schedule meeting.

No update given.

4iii. Traffic simulation/forecasting model - update

Minutes of the 9th January 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 is. 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.

Minutes of the 23rd January 2019

The AMD confirmed he and the Assistant Director of Planning and Transportation attended the training and they are still convinced they will deliver the VISUM model at the end of Feb 2019. AMD mentioned the consultants will come to the island to complete a formal presentation.

The Chairman questioned when the second part of the Model will be completed AMD mentioned WRA confirmed it will be completed at the end of April 2019. AMD is to request for an up-to-date schedule as of today's date to provide at the next meeting.

The AMD confirmed WRA is currently making arrangements to visit the island and deliver the model and he is to provide the dates to the Board once confirmed. The Chair inquired of the AMD as to what he now has as the agreed timeline for WRA to complete the work. The AMD is to provide the mutually agreed schedule at the next meeting.

4iv. Traffic modelling – CUC roundabout to Tomlinson roundabout

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

The AMD mentioned before departing for the WRA training he met with GIS regarding this matter. He mentioned GIS will be putting together a presentation that would be displayed on social media to educate the public on what will be taking place.

No update given.

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

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

SPM Scotland shared with the Board a list of Design Projects for 2019 that has been discussed over the past few years:

- Bobby Thompson Way / LPH – Part of Phase 2A, SPM mentioned
Redacted under Section 17(a) of the FOI Law 2015

- Godfrey Nixon Way Extension – The gazette is completed and the design is in process, at approximately \$2.5M for compensation.
- Selkirk Drive – The design is in process

- Shamrock RD – six lane widening, he confirmed NRA has executed the contract with APEC to complete, he has requested for APEC to provide the design within six weeks for the section between the Red Bay RAB and the Grand Harbour RAB because we would like to have the third lane from RB RAB to GH RAB which will assist with the traffic flow in the Prospect area.
- Shedden Road – SPM confirmed we are still working on the design unfortunately, we don't have numbers for this project as yet.
- Tomlinson RAB - Have the design and proposed to complete the work for summer 2019
- McField Lane – He confirmed there is BP401, topo survey is completed however a design has not yet been completed.
- Water Cay - He confirmed we have received 10,000 ft of survey, there is a lot of encroachments, the first step is to identify the property owners and inform them of the proposed work.

Director Hydes mentioned he received the list and has requested times lines for each project.

No update given.

5. Operations

5i. District Roads – Ministry Top-up

Minutes of the 12th December 2018

The AMD confirmed the Ministry increased the District Roads Fund.

He mentioned that the NRA is still working on Sandy Grounds Rd and should be completed soon.

No update given.

5ii. Capital projects - January – June 2018

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

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

No update given.

No update given.

5ii.b Crewe Road/Tropical Gardens upgrade

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

No update given.

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

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

No update given.

No update given.

5ii.d Seaview Rd – East End

Minutes of the 9th January 2019

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

Minutes of the 23rd January 2019

No update given.

No update given.

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

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

The Chairman shared with the Board the request received from S.23(1) of S.23(1) S.23(1) on January 10th 2019 asking for reconsideration of the Board's requirement of the physical traffic control (dragon teeth) on the left only exit onto Shamrock Rd.

The Board discussed the request and resolved to retain the requirement. The Board takes the view that such physical control is far more effective than signage and human enforcement. The control is necessary to prevent the exit being used as an entrance, the provision of which was not allowed.

The Chairman mentioned S.23(1) had contacted him in regards to the Board's decision from the last meeting. AMD will provide S.23(1) in writing the Board's final decision from the last meeting.

5ii.f Mango Tree to Elgin Ave Connector

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

No update given.

SPM Scotland confirmed he is meeting with the Kirkconnell's today in regards to moving the fence behind Automotive Art in order to install a sidewalk.

5ii.g Walkers Rd to Olympic Way connector

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

Director Hydes advised that approval had been received from the NCC and the Ministry was moving ahead with the submission to Cabinet for the gazetting.

The design was nearing completion and communication had commenced with CUC and the Water Authority.

Director Hydes advised that the BP it will go to Cabinet next week for gazetting. SPM Scotland mentioned he has been discussing with CUC and Water Authority in regards to installing their utilities.

5ii.h Funding Injection by Ministry – Projects Update

5ii.h.1 North Church Street – Resurfacing

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

No update given.

5ii.h.2 Godfrey Nixon Way - Extension

Minutes of the 23rd January 2019

No update given.

No update given.

5ii.h.3 Grand Harbour Roundabout - Resurfacing

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

Substantially complete.

No update given.

5ii.h.4 Spotts Road

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

The work will resume shortly.

No update given.

6. Other Business

6i. Claims for Compensation

No compensation matters.

6ii. Legal action – S.23(1) Block 13D Parcel

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

SPM Scotland confirmed he has not yet written to the S.23(1) because he was clarifying with Lands & Survey Dept. if they have placed the mark. He will have an update at the next meeting.

SPM confirmed that the access point had been established by the L&SD.

6iii. NRA Compound Plans

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

Director Hydes advised that the Minister is amenable to the NRA considering the development of a new facility outside of George Town and relocating from the current facilities.

6iv. Signage – Primary arterials

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

No update given.

6v. Speed humps and Speed tables

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.

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

The SPM Scotland shared a list of pending speed humps that was provided by the Works Manager. The speed humps are scheduled to be completed in April 2019 by Island Paving. SPM mentioned he has requested a quote from Fix It Paving who can also install the speed humps. However, he has not received anything as of today's date.

6vi. Landscaping of roundabouts

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

No update given.

6viii. Pedestrian facilities at roundabouts

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

No update given.

6ix. Board Members

Minutes of the 9th January 2019

Director Clarke mentioned the shoulder across from Subway Industrial Park before Home and Office. If it is possible could we cut back the over grown 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 of 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.

Minutes of the 23rd January 2019

Director Arch mentioned on the left lane coming from Smith Road onto Huldah Ave there is a few potholes and he requesting to have them repaired.

Director Connolly mentioned the cones and cautions signs are still on the road side on High Rock Road East End, SPM mentioned he thought they were already removed. However, will have the equipment collected today.

Director Bodden questioned having a pedestrian crossing at the EE blow holes and EE Foster's, AMD mentioned we have had this request before due to it being a 50mph zone. The Chairman mentioned there are signs there, he suggested additional signage and cutting back the over grown vegetation that are cover the current signs. He also suggested having the Traffic Management Committee to review the request and provide their outcome at the next meeting.

Director Connolly mentioned the road that connects from Willie Farrington Drive onto the ETH has a lot of debris and has no street name sign.

Director Bodden questioned if there was any plans to pave next to the BT cemetery. He mentioned there is rough section right in front of the cemetery that almost feels like a speed hump with the uneven asphalt. He mentioned he thinks it was completed by Water Authority after a reinstatement.

Director Arch mentioned that the hedge by the Triple C School is overgrown and very dangerous for drivers exiting the school. He suggested the hedge to be cut back at least 3-4 feet down.

6x. Miscellaneous

a. BP 138 - Farm Road – Request for water

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

No update given.

c. Further Road – North Side - Block 53A Parcel

Minutes of the 12th December 2018

No update given.

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

The AMD advised that the PCM should be received by the Ministry today.

d. CIAA Project

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

No update given.

e. CIAA / NRA Re : Crewe Road

Minutes of the 9th January 2019

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.

Minutes of the 23rd January 2019

No update given.

No update given.

f. Road Safety Conference – IRF

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

No update given.

g. East West Arterial Rd / Hirst Rd.

Minutes of the 9th January 2019

No update given.

Minutes of the 23rd January 2019

No update given.

No update given.

7. Date of next meeting

The Board will hold regular meetings on the following dates:

- 20th February 2019; and
- 13th & 27th March 2019

An Extra-ordinary meeting will be held on 27th February 2019 to continue the discussion of the 2019 strategize actions.

There being no further business, the meeting was adjourned at 12:59pm.

Signature

Chairman of the Board

Confirmation of minutes:

Date: 27 March '19

Signature

Executive Secretary

Seconded: Confirmation of minutes

Date: 27 Mar 2019.