

National Roads Authority
Minutes of the Seventh Meeting of the Board

Place: PWD Offices, North Sound Road, Grand Cayman.

Date: Thursday 13 January,2005 at 3:00 pm

Present:

J L Hurlston Chairman
Troy Whittaker Deputy Chairman
Marilyn Conolly
Debra Welcome
Justin Woods

In attendance:

Mr. Colford Scott
Mr. Edward Howard
Mr. Michael Barnett

1. The Chairman called the meeting to order and thanked everyone for making it possible to attend, noting that a sixth director was need to make a quorum.
2. Apologies were received from Mrs. Gina Ebanks-Petrie and Mr. Rollin Jackson.
3. **Opening Remarks.**
The Chairman extended a special welcome to Mr. Barnett, the newly appointed Assistant Director of Finance and Administration, who had commenced his contract on 15th December,2004.
He also wished everyone a happy and productive new year. He further requested Directors to become very familiar with the provisions of the NRA Law so as to be effective as a Board.
4. **Minutes of previous meeting.**
The minutes of the last meeting held on 2 December, 2004 were deferred to the next regular meeting.
5. **Pending Matters**
The Chairman reported that the Executive Sub-Committee of the Board had completed its task of making staff appointments to the positions of Assistant Director of Finance, Mr. Michael Barnett, and the Executive Secretary, Ms. Sherilyn Eden.
The MD would follow up to ensure that letters were dispatched to the unsuccessful candidates.
The contracts for the key staff members were completed and reviewed by Personnel and Legal Departments at our request and were acceptable to all parties concerned and were signed at this meeting. The contract for the Deputy Managing Director was effective 1st November,2004, that for the Assistant Director of Finance was effective 15th December,2004 and that for the managing Director effective 1st January,2005, while the contract for the Executive Secretary was effective 17th January,2005.
6. **Subsistence for Directors.**
The meeting noted that a schedule of attendance was being kept to support these payments. The meeting further noted the provisions of the law relating to the termination of the appointment of any Director who, without leave from the Chairman, is absent from three consecutive board meetings.
7. **Central Highway Corridor.**
Mr. Denis Thibeault, was invited to make a brief presentation of the possible road corridor stretching from George Town to the Eastern End of Grand Cayman, covering a distance of approximately twelve miles. It was noted that a short distance of about two miles is expected to

pass through a very densely developed area from Prospect to Savannah and this corridor is considered to be the most crucial to the project. It was resolved and agreed to recommend jointly in consultation with the Central Planning Authority, that a section 25 notice {in accordance with section 25 of The Roads Law (2000 Revision) be gazetted as early as possible in order to establish this corridor.

8. Vehicle and Equipment Replacement

The Managing Director advised of progress in this area noting that two new items out of a total of seventeen valued at approximately \$1 million, had recently been received with scheduled arrival of the remainder sometime in February/March.

An appropriate photo opportunity would be arranged to give some public relations effect.

9. Unfinished Business:

Finances:

The Assistant Director of Finance advised that every effort was being made to take over the financial affairs of the Authority from the Ministry and Treasury.

He presented an update on the state of the finances as at 31st December, 2004 {copy attached}.

The Directors resolved and approved that any two of the following officers of the Authority be authorized to sign cheques of the Authority:

The Chairman, Deputy Chairman, Managing Director, Deputy Managing Director and Assistant Director of Finance and Administration and Executive Secretary.

The meeting was advised that the NRA offices were still being refurbished/renovated and that completion might be delayed by a short period due to competing priorities of the PWD, however every effort would be made to keep any delay to an absolute minimum.

The Directors also were shown copies of the intended NRA logo to be used as identification of the Authority. This was approved.

It was proposed and agreed to establish an ongoing public relations initiative between the NRA and the general public regarding intended road works, and the acquisition of replacement vehicles and equipment, as well as human resource developments within the NRA, commencing with the announcement of key staff appointments.

10. New Business

(i) The MD advised of a legal review taking place through the Ministry of Planning in relation to the powers to grant temporary licences for electrical poles along roads. This had arisen recently due to the reticence of the local power company, CUC, to remove temporary poles along the Esterley Tibbetts Highway in accordance with the terms of the approval.

(ii) Potential Engineering Intern

The Deputy MD enquired if the Authority wished to continue the former policy of affording assistance to help with education and training of young Caymanian interns with an engineering desire. This was agreed in the affirmative, and will be considered on a case by case basis.

(iii) Ownership and Purchase Agreements

These agreements are outstanding in terms of signatures of the relevant parties and may need to be updated in light of changing circumstances.

Confirmed:

Chairman.....

