
National Roads Authority
Minutes of the Three-Hundred & Sixth
Meeting of the Board of Directors
held in NRA Conference Room,
370 North Sound Road, George Town, Grand Cayman
Wednesday, 4th March at 9:30 a.m.

In attendance were:

John Ebanks	Chair
Kenross Conolly	Deputy Chair
David Arch	Director
Dane Walton	Director
Paul Bodden Jr.	Director
Joni Kirkconnell	Director
Tristan Hydes	Representative of Chief Officer, Ministry CPI
Edward Howard	Acting Managing Director
Priscilla Jackson	Executive Secretary
Mark Scotland	Senior Project Manager

Apologies:

Nedra Myles	Director
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1. Call to Order

Minutes of the 5th February 2020

The Chair called the meeting to order at 10:00am.

Minutes of the 19th February 2020

The Chair called the meeting to order at 10:00am.

Minutes of the 4th March 2020

The Chair called the meeting to order at 10:09am.

2. Minutes of Previous Meetings

- a. Minutes of 5th February 2020 - signed off
- b. Minutes of 19th February 2020 - for confirmation & sign off

3. Administration

3i. Proposed Legislative Review

Minutes of the 5th February 2020

The ES provided each member with a folder with the drafted proposal for both Laws. The Board will review and discuss to have an EO meeting in the future for any comments.

Minutes of the 19th February 2020

Members are still reviewing the drafted proposals, the Chair has agreed to a potential meeting at the end of March to discuss findings.

Minutes of the 4th March 2020

The Board has agreed to an EO meet on March 25th to discuss this matter.

3ii. Staff COLA

Minutes of the 5th February 2020

No update given.

Minutes of the 19th February 2020

The AMD confirmed the Cabinet paper is not yet completed and Director Hydes is to prepare soon.

Minutes of the 4th March 2020

No update given.

4. Planning

4i. Traffic simulation/forecasting model – Recruitment of Traffic Engineer

Minutes of the 5th February 2020

The AMD confirmed the CHRO has received a number of applications; CHRO will prepare and provide to him for review a short listing. He will provide and update regarding the short listing at the next scheduled meeting.

Minutes of the 19th February 2020

The AMD confirmed receipt of four applications however, only one candidate is remotely suitable. He mentioned that he will ask the CHRO to extend the advertisement period.

SPM Scotland advised that management should also look at advertising on global job sites such as “Indeed.com”

Minutes of the 4th March 2020

No update given.

4ii. Upcoming projects 2020 – 2021

a. ACR (Airport Connector Road) – Section 6

Minutes of the 5th February 2020

SPM Scotland confirmed that staff is awaiting the deadline for the tender. An update on the tender results will be provided to the Board at the next scheduled meeting.

Minutes of the 19th February 2020

SPM Scotland confirmed the tenders have been issued and we are at the final stages of seeking a Construction Management team. He also mentioned that he is hoping that de-mucking of the road can begin in earnest at the end of March 2020.

Minutes of the 4th March 2020

AMD confirmed we are in the tender process and will be going to the Public Procurement Committee tomorrow (5th March 2019) for the Construction Management.

b. East West Arterial (Hirst Rd to LookOut Gardens)- To be gazetted

Director Arch suggested an additional 10ft on the south side to increase the road width.

SPM Scotland mentioned the next step will be for NRA to forward to L&S its recommendations for the processing the gazette of the roundabout including the additional 10ft expansion of the proposed corridor.

Minutes of the 5th February 2020

SPM Scotland confirmed the documentation for the gazettal of the section from Hirst Road to Woodland Drive area has now been submitted to the Ministry. SPM mentioned he is hoping the work will commence mid-year.

The longer section from Woodland Drive to Lookout Gardens is subject to an Environmental Impact Assessment (EIA).

Minutes of the 19th February 2020

SPM Scotland confirmed he plans to meet with the property owners who are potentially affected by the proposed collector road north-south between the East West Arterial and Shamrock Rd by Agricola Drive.

Minutes of the 4th March 2020

AMD confirmed we are still waiting for the gazette to be completed.

Tomlinson Round-a-bout

SPM Scotland mentioned the proposal for Tomlinson RAB is the same concept as we did for Red Bay RAB.

He confirmed he will meet with Mr. Tomlinson to discuss the proposal. This proposal will allow the RAB's to have more capacity. SPM Scotland also mentioned that the interim schedule calls for the two lanes into to the RAB from Nelands to be completed by end of April 2020.

Minutes of the 22nd January 2020

No update given.

Minutes of the 19th February 2020

No update given.

Minutes of the 4th March 2020

No update given.

c. 6-Lane Widening – To be gazetted

Minutes of the 5th February 2020

SPM Scotland confirmed the design for the proposal is now completed and the next step is for the drilling of the wells and the curbing.

Minutes of the 19th February 2020

SPM Scotland mentioned we are still awaiting the formal Section 3 gazette notice.

Minutes of the 4th March 2020

No update given.

d. LPH/Bobby Thompson Way – New alignment

Minutes of the 5th February 2020

SPM Scotland confirmed he is awaiting the breakdown of the compensation from L&SD, once received he will then schedule to meet with Mr. Thompson to discuss the proposed road work and compensation.

Minutes of the 19th February 2020

SPM Scotland confirmed that he along with NRA Board Chairman, the AMD and DCO Hydes held a meeting with Mr. Bobby Thompson and his son Robert Thompson Jr to discuss the NRA's latest proposed alignment of the LPH and its impact on surrounding lands. SPM Scotland suggested that the next step forward is to provide a letter to Mr. Thompson detailing specific undertakings and potential claim offers for him to digest and revert to NRA/Ministry in due course.

Minutes of the 4th March 2020

Director Hydes mentioned he is still working on the terms of a potential offer package to Mr. Bobby Thompson. Terms of the package require verification by the Chief Valuation Officer and a recommendation by the Board to Cabinet.

e. Gas Station (ETH) Butterfield RAB (Block 14C section 23. a)

Minutes of the 5th February 2020

No update given, AMD will check if the planning review has been submitted to the Planning Department.

Minutes of the 19th February 2020

The AMD confirmed the application was submitted to the Planning Department recently. The AMD advised that he would follow up on the status of the application and apprise the Board accordingly.

Minutes of the 4th March 2020

AMD advised that as per March 4th meeting date the application for the gas station at 14C s. 23a had not yet been considered by the Central Planning Authority.

f. Palmeri Garage on ETH (13D s. 23. a access request)

Minutes of the 5th February 2020

No update given.

Minutes of the 19th February 2020

The AMD advised that he believed that this application has been granted conditional planning permission. The AMD promised to follow up with Planning as to the status of the application and apprise the Board of the CPA's decision.

Minutes of the 4th March 2020

AMD shared the CPA letter re: the proposed garage on 13D s. 23.a. A spirited discussion ensued over this matter as the CPA permission letter for this application indicates that approval is grants for access vis ETH. This permission usurps the NRA Boar's authority to restrict access on primary arterials. Then AMD was requested to investigate the matter further and revert with a plan of action.

g. Web Rd / Bronze Rd – Gazette

Minutes of the 5th February 2020

No update given.

Minutes of the 19th February 2020

No update given.

Minutes of the 4th March 2020

No update given.

h. Lissa Lane – Update

Minutes of the 5th February 2020

No update given.

Minutes of the 19th February 2020

No update given.

Minutes of the 4th March 2020

Director Hydes confirmed the matter will be going to Court in March 2020.

i. Frank Sound – Wall Encroachment (next to launching ramp)

Minutes of the 5th February 2020

No update given.

Minutes of the 19th February 2020

No update given.

Minutes of the 4th March 2020

No update given.

j. McField Lane

Minutes of the 5th February 2020

No update given.

Minutes of the 19th February 2020

No update given.

Minutes of the 4th March 2020

No update given.

k. Godfrey Nixon Way

Minutes of the 22nd January 2020

CVO Obi confirmed that VO Spencer will provide an update re: ongoing GNW settlements at the next meeting.

Minutes of the 5th February 2020

No update given.

Minutes of the 4th March 2020

No update given.

l. King's Connector

Minutes of the 5th February 2020

No update given.

Minutes of the 4th March 2020

No update given.

5. Operations

5i. District Roads - 2020

Minutes of the 19th February 2020

AMD mentioned the works manager Brian Chin Yee will provide a break down for the proposed district roads for 2020/2021 at the next schedule meeting.

Minutes of the 4th March 2020

AMD mentioned the works manager Brian Chin Yee is still to meet with a few constituency members to finalize the 2020 list. Once this is done he will then provide an update to the Board with the list of district roads for 2020/2021.

5ii. Selkirk Drive

Minutes of the 5th February 2020

SPM mentioned that paving of the remaining sections of Selkirk Drive is desired but NRA is currently waiting for L&SD to identify (flag) missing boundary markers that help to define precisely the extents of the road.

Minutes of the 19th February 2020

SPM Scotland mentioned that hot mix paving of remaining segments of Selkirk Drive (specifically Abbey Way) was scheduled for February 19, 2020.

Minutes of the 4th March 2020

SPM Scotland confirmed that hot mix paving has been completed along the long stretch of Abbey Way. The north loop however has not been completed as NRA is awaiting surveying by Lands & Survey Dept. to define the road boundaries.

5iii. Further Road

Minutes of the 19th February 2020

The AMD showed pictures of the progress of spray n chip surfacing and removal of a planter wall encroachment on Further Road. A discussion ensued about how to handle a remaining section of Further Road that MLA Ezzard Miller wants completed. The issue specifically relates to the fact that that section of road is low-lying and is historically known to be a pathway for overland flow connecting to Malportas Pond. The SPM alerted the Board to the option of using culverts so as to not dam the natural water flow. SPM advised that the AMD had written to DOE for comment on the intended approach.

Minutes of the 4th March 2020

Director Hydes confirmed the documentation for the gazette to close and vest will be submitted today, 4th March 2020.

5iv. Water Cay Road

Minutes of the 19th February 2020

The SPM discussed the overarching issues concerning this project and advised of the progress of the survey works by Lands and Survey Department. SPM Scotland also advised that a site visit with the Chief Surveyor is planned. It was resolved that the Chairman and Director Conolly would accompany NRA management and the Chief Surveyor on a site visit to the Cayman Kai area to determine the level of encroachments first hand. The Board would be updated on the findings of this site visit at its next meeting.

Minutes of the 4th March 2020

AMD gave an update on the site meeting that took place with the Chief Surveyor and NRA Representatives at the Cayman Kai area on February 25th. The AMD shared photos of encroachments and demonstrated how they relate to established surveys. The Board agreed that management should proceed with proceedings against those properties with encroachments along Water Cay Road between Sand Pointe Road and Finger Cay Road. The AMD noted that he would prepare draft encroachment letters and forward to Legal Department for vetting.

5v. Fleet Procurement 2020

Minutes of the 19th February 2020

AMD mentioned the Fleet Manager, Mr. Colford Scott is currently on extended sick leave and Windell Scott is Acting in his absence. AMD asked whether a subcommittee could be formed for the purposes of assessing the NRA's needs in heavy equipment. Director Bodden offered assistance in helping the acting fleet manager with assessment and procurement of heavy equipment as he has considerable experience in this field.

Minutes of the 4th March 2020

No update given.

6. Other Business

6i. Claims for Compensation

Minutes of the 5th February 2020

There were no land claim items for consideration in this sitting.

Minutes of the 19th February 2020

VO Spencer Turner was invited to the meeting at 10:59am.

BP591 – Copy Notices Served – 14CF Section 23. a

VO Turner presented the Board with a File Note in regards to 14CF S.23.a. He confirmed that there was no mailing address on the register for this owner; only a GT general delivery posting. VO Turner advised that a hand delivered notice had been placed on the site of the property but it was left there with no one having signed in receipt of the notice. The claim was now out of time however VO Spencer reminded Board members that they had the prerogative to accept the late claim. A vote was taken by the Chairman and the Board agreed unanimously to accept the claim.

VO Turner then shared a progress update on the Godfrey Nixon Way claim settlements. He provided a list of claims that are now settled and also those that are owner occupied that will be offered settlements that are not sufficient enough to allow a replacement home at current market prices.

A discussion ensued about what can be done to assist those homeowners who are required to vacate but may not be able to do so based on the limited compensation offer afforded them under the Roads Law.

The AMD recommended that Ministry consider subdividing some of the existing CROWN land in the immediate vicinity to allow for new lots on which replacement homes for these affected landowners could be built. The Board agreed with the idea and asked that VO Turner explore this option with the Minister of Lands.

VO Spencer Turner left the meeting at 11:42am.

Minutes of the 4th March 2020

A. BP591 Link from Godfrey Nixon to North Church Street

Block : 14CF Parcels Section 23. a

Claimant: Section 23. a

VO Spencer Turner presented to the Board a memo dated 28th February 2020 from L&SD recommending the settlement of the subject claim in the amount of CI \$234,921.00 broken down as follows:

Section 23. a	14CF S.23 affected land taken	CI \$222,296.00
Section 23. a	To be withheld as stated below	CI \$10,000.00
Section 23. a	14CF S.23 professional fees	\$ 2,625.00
Total		CI \$234,921.00

VO Spencer mentioned that the terms being agreed on the basis that the owners will become responsible for both displacement of the occupiers and demolition of the structures present on site. He mentioned that a sum of \$10,000.00 is to be withheld from compensation until the cleared sit is inspected and approved by CIG & NRA Officials.

The Board reviewed the recommendations from the L&SD and approved the recommended compensation.

B. BP574 Widening of Godfrey Nixon Way

Block : 13D Parcels Section 23. a

Claimant: Section 23. a

VO Spencer Turner presented to the Board a memo dated 28th February 2020 from L&SD recommending the settlement of the subject claim in the amount of CI \$148,942.00 broken down as follows:

Section 23. a	13D S. 23. a- 644.68 sqf	
Section 23. a	13D S. 23. a 2,334.82 sqf	
Section 23. a	13D S. 23.a 5,445 sqf	CI \$147,817.00
JEC	Professional fees	CI \$1,125.00
Total		CI \$148,942.00

The Board reviewed the recommendations from the L&SD and approved the recommended compensation.

C. BP591 Link from Godfrey Nixon to North Church Street

Block : 14BG Parcels Section 23. a Diaz Lane

Claimant: Section 23. a

VO Spencer Turner presented to the Board a memo dated 2nd March 2020 from L&SD recommending the settlement of the subject claim in the amount of CI \$577,505.00 broken down as follows:

Section 23. a	14BG Section 23. a	CI \$440,000.00
	Disturbance	CI \$131,105.00
	Professional fees	\$6,400.00
Total		CI \$577,505.00

The Board reviewed the recommendations from the L&SD and approved the recommended compensation.

6ii. Board Members Requests

Minutes of the 5th February 2020

Director Walton reminded the AMD the peds crossing being repainted. AMD confirmed we are currently working on the crossings and we will be removing the yellow lines and repainting with white and zebra crossings.

Director Connolly mentioned the cleaning of the corridors of the over grown trees heading to East End. AMD mentioned that the Bush Cutting supervisor is currently working on hiring a contractor for the overhanging trees to be cut back.

Director Bodden mentioned at the last meeting IPL was asking if NRA had available property that could possibly be used for a weighing station. The Board previously mentioned the issue was having an available space. Director Bodden mentioned it was just an idea for us to test it and possible purchase it for NRA used. He does not have an updated status on this matter. Director Bodden mentioned we discussed this a year or two prior and he thought it would be a good idea to test it at no cost, the Chair mentioned the land next to the Farmers Market is crown and we could possibly use that.

Minutes of the 19th February 2020

Director Walton mentioned the street name sign for Water Street is down and needs to be replaced and the potholes need to be filled.

Director Arch mentioned junction at Breezy Way and Sussex Drive there is currently a fence that is possibly an encroachment. He also mentioned the delineators which need to be reinstalled and extended by the Mango Tree / Napa RAB.

Minutes of the 4th March 2020

Director Connolly raised the matter with the status of light pole on ETH, AMD confirmed he will follow up with CUC and provide an update at the next meeting.

Director Bodden mentioned he has noticed that employees are still using the NRA vehicles for their personal use, AMD is to look into this matter.

Chairman raised the issue of cleaning up the shoulders on Shamrock Rd past Savannah Meadows into Northward Drive and along to Condor Drive.

6iii. Miscellaneous Items:

A. Elgin Ave / Mango Tree Connector

Minutes of the 5th February 2020

No update given.

Minutes of the 19th February 2020

No update given.

Minutes of the 4th March 2020

No update given.

B. Rear Driveway Access to Cayman Technology Centre

Minutes of the 5th February 2020

No update given.

Minutes of the 19th February 2020

No update given.

Minutes of the 4th March 2020

No update given.

C. WB Road from Tunnel to Hyatt Bridge – Cayman Water Company*Minutes of the 5th February 2020*

No update given.

Minutes of the 19th February 2020

No update given.

Minutes of the 4th March 2020

No update given.

6iv. Explosives Update – Snr. Engineer*Minutes of the 19th February 2020*

This is to be discussed as priority at the next schedule meeting.

Minutes of the 4th March 2020

Edison Jackson – Senior Engineer attended the meeting at 10:23am.

SE Jackson provided an update to the Board in respect of explosives and blasting in the Cayman Islands. In summary:

- There are three active storage magazines on Grand Cayman and one on the Brac. NRA continues to closely monitor security, storage procedures and stock levels at all four magazines.
- Independent Consultant RAM Services is retained by annual agreement to provide technical support, training and advice to both NRA, blasters, and local police, fire, and customs agencies.
- Periodic monitoring of blasts both on Grand Cayman and Cayman Brac continues. SE Jackson advised that recent blast inspections on the Brac revealed issues with flyrock being propelled onto the nearby Nature Trail. SE Jackson confirmed that whilst this is an issue, blasters have been careful to ensure that the Nature Trail is closed to visitors during blasts.
- New satellite monitoring systems are being tested at one local magazine. If trials prove successful the NRA will require the 24 hr satellite monitoring be installed at all magazines as an added security feature.
- Proposed amendments to the Explosives Law and Regulations are now (after some years of intensive review) in Bill form.
- The current number of licensed blasters in the Cayman Islands is five (5); three are fully licensed and two hold provisional licenses.

7. Date of next meeting

Next scheduled meetings to be held on 18th March 2020 and a EO Meeting on 25th March 2020. There being no further business, the meeting was adjourned at 1:17pm.

Signature

Chair of the Board

Confirmation of minutes

Date:

Signature

Executive Secretary

Seconded: Confirmation of minutes

Date: 15 July 20