

# MINUTES

NATIONAL ROADS AUTHORITY

## BOARD OF DIRECTORS MEETING #408 THURSDAY, 17 APRIL 2025

A meeting for the Board of Directors of the National Roads Authority (NRA) of the Cayman Islands was called and held at the NRA's Administration Building, Boardroom, 370 North Sound Road, George Town, Grand Cayman, Cayman Islands (the "Authority"), as well as held remotely via Zoom, on 17 April 2025 at 10:00 AM (the "NRA Board Meeting" or the "Meeting").

### 1. OPENING OF THE MEETING

WELCOME AND CALL TO ORDER

- 1.1 The Chairman welcomed the members of the Board which consist of voting members (the "NRA Board of Directors" or the "Directors") and non-voting representatives from Cayman Islands Government (CIG) and the Authority (the "NRA Board Members") that were in attendance (with each being a "Member" and together, the "NRA Board" or the "Board").
- 1.2 The Chairman proceeded and welcomed the new Executive Secretary to the NRA Board. Following an introduction, it was established that Ms. LeSanneo McLaughlin, the convening secretary (non-voting) (the "Secretary") was present at the Meeting for the purpose of supporting the NRA Managing Director in recording the minutes.
- 1.3 The Meeting was called to order at 10:15 AM and opened with a prayer.

### 2. NOTICE AND QUORUM

ATTENDANCE AND APOLOGIES

- 2.1 With the Meeting now open, it was established that nine (9) Members of the NRA Board were present either in-person and/or via Zoom. In addition to the Chairman, the following eight (8) Members were in attendance; while two (2) Members tendered their apologies:

#### Present (Attendees)

- 1) Mr. Richard Parchment – Chairman
- 2) Mr. Stanley Panton – Deputy Chairman
- 3) Mr. Paul 'Andy' Bodden - Director
- 4) Mr. Kelvin Dixon - Director (via Zoom)
- 5) Mr. Alfred Dane Walton - Director
- 6) Ms. Heidi Hunte-Webster – Director (via Zoom)
- 7) Mr. Peter Campbell - Director
- 8) Mr. Dominic Williams - Director
- 9) Mr. Edward Howard – NRA Managing Director (non-voting)

#### Apologies (Absentees)

- 10) Mr. Tristan Hydes – Chief Officer's Designate, Ministry of PAHITD (non-voting)
- 11) CIG Ex-Officio – Financial Secretary or Designate (non-voting)

QUORUM ESTABLISHED

2.2 With there being a minimum of five (5) voting Directors and with the NRA Managing Director (MD) present, the Chairman confirmed that the NRA Board Meeting was quorate.

2.3 **NOW, THEREFORE, BE IT RESOLVED** that in accordance with Section 8 (1) (6) (8) of the National Roads Authority Act (2024 Revision), the Meeting could proceed.

INVITED ATTENDEE(S)

2.4 It was further noted that the following **CIG Departmental Representatives** were invited to attend and present at this Meeting at their allotted time:

- Ms. Ruth Watson - Chief Valuation Officer (CVO), Department of Lands and Survey (LSD)
- Mr. Jairus Ndoma - Senior Valuation Officer (SVO), LSD

### 3. DISCLOSURE OF CONFLICT OF INTEREST

3.1 The Chairman referred to conflicts of interest and queried as to whether any Member had a conflict to disclose. The NRA Board unanimously declared that there were none. The Chairman advised that should any conflicts arise during the Meeting each Member will declare so at that time.

### 4. RATIFICATION OF MINUTES

4.1 The Chairman proceeded and referred to the minutes of the previous meeting which was held on 20 March 2025 (respectively, the “Prior Minutes” and the “Prior Meeting”). The Prior Minutes were reviewed at the Meeting.

4.2 Through the Chairman, the Secretary queried whether a list of action items, when applicable, can be applied to future minutes. The NRA Board agreed.

4.3 **IT WAS RESOLVED** that the Prior Minutes (20 March 2025) be ratified. The decision was unopposed.

### 5. MATTERS ARISING FROM THE PRIOR MEETING

5.1 The Chairman referred to matters arising from the Prior Meeting.

5.2 It was noted that this would be highlighted and addressed further during the Chairman and/or MD’s updates.

### 6. LANDS AND SURVEY - CVO PRESENTATION OF CLAIMS

6.1 The Chairman welcomed CVO Watson and SVO Ndoma (together, the “LSD Team”) to the Meeting at 11:05 AM. The following memo(s) of settlement and/or compensation claim(s) being presented were as follows:

- a) Redacted under FOI Act S23
- b) Redacted under FOI Act S23
- c) Redacted under FOI Act S23
- d) Redacted under FOI Act S23

6.2 It was established that a Notice of Intention to make a claim for compensation (a “Notice”) is processed via the Schedule Form A of the Roads (Forms for Compensation) Regulations (1998 Revision) of Section 9(1), Roads Law (2005 Revision) (the “Roads Act”) (the “Form A”).

Redacted - FOI Act S23

## – CLAIM FOR COMPENSATION ON

Redacted - FOI Act S23

Redacted - FOI Act S23

Redacted - FOI Act S23

- 6.3 The Chairman referred the above-captioned claim for LSD to present.
- 6.4 **ABSTENTION:** Director [Redacted - FOI Act S23] declared [Redacted - FOI Act S23] conflict of interest and exited the Meeting.
- 6.5 CVO Watson proceeded with the discussion for the claim of compensation of [Redacted - FOI Act S23] collectively, from [Redacted - FOI Act S23] and [Redacted - FOI Act S23] which was located on [Redacted - FOI Act S23] [Redacted - FOI Act S23] (the "Claim").
- 6.6 By way of background information, [Redacted - FOI Act S23] is developed with an [Redacted - FOI Act S23], while [Redacted - FOI Act S23] is an undeveloped piece of land. These two (2) adjoining parcels [Redacted - FOI Act S23] were affected by the two (2) block and parcels: [Redacted - FOI Act S23] and [Redacted - FOI Act S23] [Redacted - FOI Act S23].
- 6.7 It was further highlighted that at a meeting held on [Redacted - FOI Act S23], the NRA Board approved the referral of this claim to the Roads Assessment Committee (RAC) to aid in the compensation negotiation. The Chief Magistrate has set the date of the hearing for [Redacted - FOI Act S23].
- 6.8 Following [Redacted - FOI Act S23] (the "Claimant") initial submission, a revised declaration was made. The referral of the matter to RAC continues to be considered as the parties has not come to an agreement.
- 6.9 CVO Watson outlined the challenges and provided proposed options. A discussion ensued amongst the Board. A Director highlighted his concerns with the negotiation process and variables presented by the Claimant.
- 6.10 After careful review and consideration, the NRA Board ensued to instruct CVO Watson to make a [Redacted - FOI Act S23] offer of [Redacted - FOI Act S23] for the [Redacted - FOI Act S23] Claim.
- 6.11 Moved by [Redacted - FOI Act S23] and seconded by [Redacted - FOI Act S23]. The decision was unopposed.
- 6.12 Director [Redacted - FOI Act S23] returned to the Meeting.

Redacted - FOI Act S23

## – CLAIM FOR COMPENSATION ON

Redacted - FOI Act S23

- 6.13 CVO Watson proceeded with the above-mentioned claim of [Redacted - FOI Act S23] from [Redacted - FOI Act S23] feet at northern periphery of the subject property for the opening of [Redacted - FOI Act S23] (the "Claim"). The property is registered to [Redacted - FOI Act S23] (the "Claimant"). The memo presented by LSD included supporting documentation and map(s) of the specified area.
- 6.14 After careful review and consideration, and with there being no concerns raised, the NRA Board agreed and approved the [Redacted - FOI Act S23] Claim of [Redacted - FOI Act S23] compensation to the Claimant and [Redacted - FOI Act S23] for professional fees payable to [Redacted - FOI Act S23].
- 6.15 **IT WAS RESOLVED** by the NRA Board that the Claim of [Redacted - FOI Act S23] be approved.
- 6.16 Moved by [Redacted - FOI Act S23] and seconded by [Redacted - FOI Act S23]. The decision was unopposed.

**WIDENING OF [Redacted - FOI Act S23] [Redacted - FOI Act S23] – CLAIM FOR COMPENSATION ON [Redacted - FOI Act S23] [Redacted - FOI Act S23]**

- 6.17 CVO Watson continued with the above-mentioned claim of [Redacted - FOI Act S23] from [Redacted - FOI Act S23] at northern periphery of the subject property for the widening of [Redacted - FOI Act S23] [Redacted - FOI Act S23] (the “Claim”). It was noted that the memo included supporting documentation and map(s) of the specified area.
- 6.18 The parcel had un-demarcated boundaries, with an approximate area of [Redacted - FOI Act S23] [Redacted - FOI Act S23], and comprised undeveloped land, zoned Low Density Residential. At the date of the Gazette, the parcel was registered to [Redacted - FOI Act S23] [Redacted - FOI Act S23] or the “Estate). With this, there were various Attorneys and/or Power of Attorneys that were representing the individual owners resulting in differences in opinion.
- 6.19 To avoid further delays and misperceptions, the Estate agreed to have one (1) person represent them. With [Redacted - FOI Act S23] being a resident in Cayman, it was decided that he would act on behalf of the [Redacted - FOI Act S23] Estate (the “Claimant”).
- 6.20 It was noted that [Redacted - FOI Act S23] subsequently instructed [Redacted - FOI Act S23] to draft a Power of Attorney, which was reviewed by [Redacted - FOI Act S23] at the request of one of the other owners of the Estate.
- 6.21 After careful review and consideration, the NRA Board approved the Claim of [Redacted - FOI Act S23] for the [Redacted - FOI Act S23] compensation [Redacted - FOI Act S23] for legal fees, with the professional fees to follow upon receipt from [Redacted - FOI Act S23].
- 6.22 IT WAS RESOLVED by the NRA Board that the Claim of [Redacted - FOI Act S23] be approved.
- 6.23 Moved by [Redacted - FOI Act S23] and seconded by [Redacted - FOI Act S23]. The decision was unopposed.

**LATE INTENT – PROPOSED ROAD OPENING FOR [Redacted - FOI Act S23] [Redacted - FOI Act S23] – CLAIM FOR COMPENSATION ON [Redacted - FOI Act S23] [Redacted - FOI Act S23]**

- 6.24 CVO Watson referred to the above-mentioned, which was not on the Agenda, and advised that it was a late intent claim; requesting through the Chairman, that it be heard at this Meeting. The NRA Board agreed.
- 6.25 CVO Watson proceeded and advised that LSD received a late Notice of Intention to make claim for compensation (Form A) on [Redacted - FOI Act S23] from [Redacted - FOI Act S23] (the “Claimant”), for the road widening of [Redacted - FOI Act S23] [Redacted - FOI Act S23], which will affect [Redacted - FOI Act S23] [Redacted - FOI Act S23] (the “Late Notice”).
- 6.26 The property is registered to [Redacted - FOI Act S23]. At the time of the Claimant’s submission, there were no further Form A applications received from the other registered owners.
- 6.27 The NRA Board ensued into a discussion and being satisfied with the arguments presented, agreed to accept the Late Notice for the Claim as per Section 9(1), Roads Act.
- 6.28 IT WAS RESOLVED by the NRA Board that the Late Notice be approved.
- 6.29 Moved by [Redacted - FOI Act S23] and seconded by [Redacted - FOI Act S23]. The decision was unopposed.

- 6.30 The NRA MD confirmed that the respective letters of the claim approvals will be provided to CVO Watson following the Meeting.
- 6.31 As there were no further matters for consideration the Chairman thanked the LSD Team for their presentations and they left the Meeting at 12:48 PM.

## 7. CHAIRMAN UPDATES

- 7.1 The Chairman referred to the above-captioned and advised that he did not have any specific updates to provide to the Board at this Meeting.

## 8. NRA MD PROJECT UPDATES

- 8.1 The Chairman referred to the general updates and road projects of NRA (the “Road Projects”) and welcomed the NRA MD to provide an update. It was noted that supporting documentation and/or road maps were provided and outlined at the Meeting.

- 8.2 **Agricola Roundabout - 30% Design** – The MD reported that the design for a new roundabout at Agricola Drive and Shamrock Road was being prepared by a local firm APEC Consulting Engineers (APEC). Temporary lighting is also being sourced for the Hirst Road to Agricola loop.

MATTERS ARISING FROM PRIOR MEETING

- 8.3 **Arrive Alive - April is Alcohol Awareness Month (Flag Signage)** - Regarding the concern was raised at the Prior Meeting in relation to the flag signs of the campaign or marketing of National Drug Council (NDC) et al for the “Arrive Alive” Campaign, the NRA MD advised that the flags would remain up through the month of April 2025 as NDC was still campaigning.

NRA AGREEMENTS

- 8.4 **Camana Bay Medians** - The NRA MD referred to the Camana Bay roundabouts and the agreement of its care and control (the “NRA Dart Agreement”). A discussion ensued. It was noted that this was an ongoing matter as ownership and care of the various roundabout medians in the Camana Bay area are being reviewed and established based on the NRA Dart Agreement clauses and term limits. An update would be provided in due course.

MD PROJECT UPDATES

- 8.5 **CUC Roundabout and Crewe Road Widening** – The NRA MD highlighted the following:
- **Six Lane Widening Project – East Bound Lane:** Accommodation works for [Redacted - FOI Act S23] block wall complete.
  - **King’s Carpark Front and Rear:** Accommodation works for King’s carpark in progress.
  - **Agnes Way South Extension Project:** Sub base works in progress 200 ft cleared and filled.
  - **First Baptist Christian School (FBCS) Field:** Accommodation works FBCS field – milling used and recorded to be continued.
  - **Crewe Road Widening:**
    - **FLOW** – Confirmed that wires on old poles have been removed.
    - **Logic** – Confirmed that wires on old poles have been removed.
    - **C3** – Fiber still on poles. C3 to confirm removal date.
    - **Water Authority** – Met with property owners to sign-off on new location for meter to be relocated. Works to commence.
    - **Water Works Drill Well** – Accommodation works King’s carpark on Sunday nights.
    - **Lion’s Center** – Recent submitted an update drawing for their proposed wall and/or fence layout. NRA to review and revert.

- **Lion's Center** – Awaiting on design levels from NRA Engineers East Bound Lane section in front of the Lion's Center.
  - **FBCS** – Awaiting design levels from NRA Engineers West Bound Lane section in front of the FBCS.
  - **East West Arterial (EWA) Extension Street Lighting** – Awaiting redesign and costing two (2) options from CUC and NRA to confirm.
  - **CUC** – Confirmed to install two (2) new poles in Gazette area along Shamrock Rd to allow NRA to construct shoulder.
- 8.6 **EWA Gazette Plan BP697** – Proposed boundary plan and the EWA, Woodland Dr. to Lookout Road, Bodden Town has been prepared and ready for submission to Ministry of Planning, Agriculture, Housing, Infrastructure, Transport, and Development (PAHITD) and LSD.
- 8.7 **NRA 2024 Audit Update** – The MD reported that the 2024 Audit would be delayed a few weeks because the Auditor General's Office (AGO) mandated certain changes to be made to the achronal report prepared by NRA's consultant.

## 9. ANY OTHER BUSINESS

- 9.1 The Chairman referred to any other business and queried whether there were any further matters to bring to the Board's attention.

### GENERAL CONCERNS: COMPENSATIONS

- 9.2 A Director raised his concerns regarding the Claims, noting that delay in compensations can be affecting land owners. He also noted that there may be property owners of the past (even from prior generations) that where not compensated to date and/or since the changes to the NRA Act and Roads Act and its Regulations. The NRA MD acknowledged his concerns.

### RECRUITMENT: NRA DEPUTY MANAGING DIRECTOR

- 9.3 Regarding the NRA Deputy MD position, an update was provided and it was noted that a final decision will be established and notified to the respective parties.

## 10. DATE OF NEXT MEETING

- 10.1 A discussion ensued regarding the date of the next NRA Board meeting. It was agreed that the meeting would be tentatively scheduled for **Thursday, 22 May 2025 at 10:00 AM**, as Directors' schedules permit.

## 11. CLOSE OF THE MEETING

- 11.1 With there being no further business, the Meeting ended at 1:10 PM.



CHAIRMAN

Richard Parchment



NRA MANAGING DIRECTOR

Edward Howard

RATIFICATION DATE: 22 MAY 2025