
National Roads Authority
Minutes of the One-Hundred & Fifty-Fourth Meeting
of the Board of Directors
held in
PWD Training/Resource Room,
370 North Sound Road, George Town, Grand Cayman,
Wednesday 22 October 2014 at 9:30 a.m.

In attendance were:

Donovan Ebanks	Chairman
Gary Clarke	Acting Chairman
David Arch	Director
John Edward Ebanks	Director
Stanley Panton	Director
Dane Walton	Director
Kenross Connolly	Director
Tristan Hydes	Director Designate of Chief Officer, Ministry PLAH&I (alt.)
Edward Howard	Deputy Managing Director – NRA
Julie Campbell	HR Manager – NRA

Apologies:

Sheree Ebanks	Deputy Chairman
Paul Parchment	Managing Director – NRA (o/i, official business)
Ronnie Dunn	Director Designate of Financial Secretary

Invited:

Denis Thibeault	Assistant Director Transportation & Planning – NRA
Edison Jackson	Senior Engineer - NRA

1. Call to Order

The Acting Chairman called the meeting to order at 9:40am

2. Minutes of Previous Meetings

- a. 10 September 2014 – confirmed and signed
- b. 24 September 2014 – confirmed and signed
- c. 08 October 2014 – minutes reviewed and changes noted

N.B. The Minutes of 7 August & 27 August had been confirmed and signed at the 24 September meeting

3. Matters Arising from Minutes

Minutes from 8 October

3. i. Sign/Soil lab facility – drawings

MD gave an update on the drawings obtained from PWD and discussions were held concerning the temporary placement of the Signs & Lines storage in order to vacate the Kingsbird Warehouses by the end of the lease next year.

Director Panton suggested they remove the small equipment from the current mechanic shop to the storage area in the center of the compound and move the Signs & Lines team beside the Asphalt office. Build the Mechanic Workshop and the Semi-permanent covered area; which would be necessary in order to accommodate the move.

The board agreed that the MD should by the 22 October meeting, do a proper costing of the phases presented to the board and it was agreed that the first phase would be that of the new Mechanic workshop and the Semi-permanent covered area. The acting Chairman reminded the MD of the timeline to have the Sign/Soil lab facility moved by the end of the current lease (September 2015).

The MD asked the board's permission to use the course material which was going to be used for the round-a-bouts in the driveway of the compound to test it; as the location of the lab was perfect for testing the material; the board approved.

Director Panton updated the Board on the presentation at the October 8th meeting and advised he had not received the requested information from the MD and asked this remain on the agenda as it was of the utmost importance this be completed.

Director Panton also advised that the courser material which was approved for use on the compound that was supposed to be a source of testing of the material had not been completed.

3. ii. 5a. Silver Oaks to Bobby Thompson Round-a Bout – widening

Assistant Director Transportation & Planning (ADT&P) and Senior Engineer (SE) presented to the board a full scale drawing with details of the proposed widening and facilitated a question and answer session.

In order to make a comprehensive proposal to the Ministry, the Chairman advised he would like a proposal that include:

- a. A third lane for left turn at the Bobby Thompson round-a-bout which would continue onto Bobby Thompson / Fairbanks Road extension.

- b. A proposal which allows the speed limit to be maintained at 40mph throughout the Linford Pierson Highway.
- c. Identify the number of acquisition properties, and obtain valuation for same.
- d. Submit 2 scenarios, one which allows for an 86' width and one a 68' width throughout the bypass.

The ADT&P and SE presented the drawings to the board with the specifications as requested in a. through d. of the above. After discussions regarding the drawings the board deferred decision until the next board meeting 22 October 2014 when the Chairman would be available for comments.

a. & b. Chairman advised he had been in contact with the MD, ADT&P & SE regarding a number of options for the widening of Linford Pierson Highway and as such they had produced a number of options for the board to discuss. The Chairman explained he would like to have a decision to take to the Ministry and asked the board to review the options with the assistance of the ADT&P and SE.

After discussions the board selected option 2 with the exclusion of the third lane. The Board felt that efforts should be directed at improving the slip lane from Poncianna Drive onto S. Sound Road, perhaps extending from Prospect to the S. Sound Road/Old Crewe Rd. junction.

The drawing circulated was from the proposed roundabout at Agnes Way through the Bobby Thompson roundabout. The Chairman asked that the rest of the drawing from Agnes Way to Kings roundabout be circulated to the board to enable a discussion of same.

c. ADT&P circulated a memorandum regarding the land acquisition for the 86' corridor for Linford Pierson Highway. Lands & Survey have estimated the cost to be CI\$3,550,000.

3. iii. Fleet Acquisition Proposals (Report of Sub-committee) – update

The sub-committee met on 7 October where the Acquisition Schedule (A) list was broken into three sections; the Purchase Order Process (POP), Departmental Tenders Committee (DTC) and the Central Tenders Committee (CTC).

Purchase Order Process – Director Dunn suggested bids go out to three (3) bidders.

Departmental Tenders Committee – Advertise for 2 weeks, twice a week.

Central Tenders Committee would be used for the more expensive equipment.

Currently the Works Manager and the Fleet Coordinator is looking at the criteria for the CTC and they are working on finalizing the PO and DTC process. It was advised they would liaise with the Department of Vehicles & Equipment Services (DVES) regarding their process as well as ascertain how quickly they could procure the equipment, using their process.

Regarding Item 17 Acquisition Schedule (A) Signs & Lines vehicle, of which during the 24 September 2014 board meeting, there was a proposed change by the sub-committee. The sub-committee advised they had spoken to the Signs & Lines Supervisor regarding the type of vehicle necessary to pull the equipment and the decision was made to purchase a vehicle similar to that in Item 6 Acquisition Schedule (A). The difference in cost, CI\$16,971.00 would be realized from a reduction in the amount of compressors purchased in Item 14 from 3 to 2, where there was a savings of CI\$18,935.00.

Director Panton advised the board the sub-committee had met with NRA staff (the Works Manager & the Fleet Coordinator) regarding the assessment criteria and to date had not received the information requested. He had been advised by the Works Manager he would receive the information by today the 22 October. The Chairman advised the sub-committee that going forward to avoid further delays all correspondence should be channeled through the MD.

3. iv. Godfrey Nixon Way & Smith Rd. upgrades – land acquisition

ADT&P circulated a memorandum regarding the land acquisition for Smith Rd. to Bobby Thompson Way, the estimated cost of which was CI\$900,000. The land acquisition costs for Godfrey Nixon Way was not yet available.

ADT&P circulated a memorandum which indicated the estimated cost for the land acquisition of Godfrey Nixon Way is \$350,000.

3. iv. 4a. Access issue – Esterley Tibbetts Hwy – (Clipper Bay)

The MD advised this was to update the board on the above. A letter was sent to the developers advising them that permission was not given; however until a solution was reached regarding the Roads Law and NRA Law amendments; the NRA could not enforce the decision.

Director Dunn advised the MD to write the Attorney General to obtain assistance by having the legal department issue a cease and desist order.

Director Panton advised the Chairman of the discussion that had taken place during the last meeting and the fact there may be other access issues. The Chairman undertook to discuss with the MD on his return to office.

5c. Column close in proximity to East/West Arterial Rd.

Director Walton asked that management research to ascertain if the above was places in the reserve area as it appeared too close to the road. The column in question was the beginning of the fence for the affordable homes in that area.

Director Walton advised he had not received a response to the above and requested it remain on the agenda until it was dealt with.

4. New Business

a. Board Membership

The Chairman informed the board that the Deputy Chairman had indicated her intention to resign. He expressed his gratitude for her agreeing, however, that she would continue to assist the board with the Strategy Planning exercise and the mediation process. The Chairman advised he had discussed with the Ministry the current board complement and the need to now, due to the upcoming resignation of the DC, fill the director slot which became vacant when Director Watler resigned. The Chairman indicated that he would recommend to the Minister that Director Gary Clarke be appointed to Deputy Chairman.

The DC will continue to lead the mediation regarding the ongoing issue; however she has requested that another board member accompany her during the process. She requested Director Clarke as he has been involved with the process thus far. The DC is also requesting the board provide her with a ceiling in terms of amount to be paid out. As a number of members of the board have excused themselves from the issue Director Clarke advised it would be best if this ceiling were discussed amongst the members who were abreast of the issue.

The Chairman advised after discussing with the board he write to the DC and copy Director Clarke, for the DC to consult with persons who are in the position to advise them as to what they would recommend as a ceiling payment. The Chairman would then write to the members of the board dealing with the issue for their decision.

b. Strategic planning exercise

The next exercise was scheduled for 29 October 2014, the Chairman directed the Acting Executive Secretary to inform the MD to contact him regarding the notes from the previous meeting.

c. Legislation issues

The Chairman advised the Ministry had formed a sub-committee; however it was imperative for the board and management to move forward with their own legislation changes to present to the Ministry.

5. Other Business

- a. Director Ebanks indicated the drains on Summit Crescent off Victory Ave. needed cleaning and attention.
- b. Director Walton advised the board that management has to come up with a quick and safer solution regarding the roundabouts at Pointdexter, Lantern Point and Red Bay as there are more and more issues with motorist sliding around them. Director Panton advised that it is a matter of urgency that management produce the courser


material which was approved for trial in the compound, so that it could be tested for possible use on these roundabouts.


6. **Date of Next Meeting**

Scheduled for 12 November 2014

7. **Adjournment**

The meeting adjourned at 12:20pm

Signature 
Chairman of the Board
Confirmation of minutes – 12 November 2014
Date: 12 November 2014

Signature 
HR Manager
Seconded: Confirmation of minutes
Date 12 November 2014