
National Roads Authority
Minutes of the One-Hundred & Forty-Fifth Meeting
of the Board of Directors
held in PWD Training/Resource Room,
370 North Sound Road, George Town, Grand Cayman,
Wednesday, 21th May 2014 at 9:30 a.m.

In attendance were:

Donovan Ebanks	Chairman
Mrs. Sheree Ebanks	Dep. Chairman
David Arch	Director
John Edward Ebanks	Director
Stanley Panton	Director
Dane Walton	Director
Kenross Conolly	Director
Gary Clarke	Director
David Fawcitt	Director Designate of Chief Officer, Ministry PLAH&I (alt.)
Edward Howard	Dep. Managing Director – NRA
Lois Hall-Vaughan	Executive Secretary

Apologies:

Ronnie Dunn	Director Designate of Financial Secretary
Paul Parchment	Managing Director (Actg.)

1. Call to Order

The meeting was called to order at 9:49 am by the Chairman.

2. Minutes of Previous Meetings

Minutes of Meeting held April 16, 2014 were signed off by the Chairman. Minutes of Meeting held May 07, 2014 were reviewed and approved with minor amendments.

3. Matters Arising

4b. Kingbird Warehouse Lease Agreements

The DMD is to provide a report (to include cost comparisons, serviceable life, long-term maintenance costs) with recommendations.

5a. Trenching Policy

The MD Actg. informed that document was reviewed by a Junior Legal personnel and it was now being reviewed by a Senior Legal counsel who should be providing a feedback shortly.

Members enquired if there was anyone who inspected the re-trenching work. The NRA does inspections and the trenching policy which is being reviewed by Legal seeks to allow the NRA to recoup the costs of this service.

4d. Recruitment of MD (from Minutes 26.02.14)

NB: This process is ongoing and the Chairman is pleased with the process so far but the non-participation of two panelists is threatening to become an issue.

4a. Explosives Law & Regulations– Presentation & Comment Session with Industry Stakeholders

Members were reminded to provide their feedback on the draft Revised Explosives Law & Regulations to the MD Actg.

The MD Actg. is to provide a report of the feedback as requested by the Chairman.

The inspection of storage facilities for explosives is being done annually.

Matters arising from May 7th Meeting:

4a. Financial Report as of 30 April 2014 - CFO

A copy of the Financial Report was circulated to members via email and copies provided at the meeting to members.

The Report was explained in detail by the CFO who then responded to queries from the Board.

It was noted by the CFO that NRA10 is currently underfunded due to the added cost of street light (a pass through cost) and needs to be increased. The CFO is to advise the Ministry, (copy the Chairman, MD Actg. & DMD) and to state a deadline for the response.

Aside from the issue of street lighting costs exceeding the approved allocation, the CFO advised that overall expenditure was projected to remain marginally within approved allocations by 30 June 2014.

The CFO is to discuss the issue of a past Pension Liability with Actuary and inform the Board of the outcome.

4b. Bobby Thompson Roundabout Injunction - DMD

A summary on the history and current status of the case was provided by the DMD. The Board queried if any Affidavits were filed re the injunction and noted that none was filed.

The Chairman requested the DMD/NRA to provide the best alignment of this proposed roundabout to the Board at the next scheduled meeting.

5b. George Town Revitalization

The plans for this project which did not include the NRA were presented to Caucus by a Committee. These plans will now be forwarded to the NRA.

NRA construction of ramps etc. in Central George Town

The NRA is currently undertaking the construction of wheelchair ramps, and pedestrian crossings in central George Town. The NRA is also in the process of arranging a meeting with TMP (Traffic Management Panel) to discuss the construction of these and pedestrian crossings. The issue regarding the proposed change of crosswalk by Albert Panton Street is to be reviewed by TMP.

5a NRA Tractor - abandoned

Director S. Panton met with the MD Actg. in regards to the NRA tractor (with a flat tire) that was left on the side of the road (a 50mph zone) in North Side. He requests a review of previous Minutes to determine if previous Boards had requested a policy to be developed in regards to operators leaving NRA equipment on the roadside and what is being done by Management to protect this equipment. Reference was made to a previous incident in which a parked NRA tractor was damaged in a road incident in the Bodden Town area. The Director is also inquiring what was done with the tractor.

5b. Rum Point – Rip & Relay

The MD Actg. and a NRA Foreman met with Director S. Panton to review the work scheduled for this section of road. It was however noted that although the work was already done this section of the road did not need to be ripped and relayed. The Director noted that it was apparent that the PSI information provided to the Board was incorrect.

5c. Installation of Guardrails

The NRA is to check the proposed lifespan and provide the cost (i.e. material, shipping etc.) of the anti-skid surface that was recently done by the Island Heritage roundabout.

5d. Speed Limit

The MD Actg. is to look if the revised speed limits and the posting of signs posted on roads are in effect (should have been in since May 2014). The NRA is currently reviewing for possible changes.

4. New Business

Director D. Walton requested to be excused from any discussion on this item.

The Chairman, Director D. Walton and the DMD left the meeting prior to the discussion of this item.

4a. Update on legal action by the former Managing Director

The Dep. Chairman informed remaining members that a response was received from Appleby as per request from Solomon Harris. The remaining members confirmed for Solomon Harris to proceed with review and advice in regards to this matter.

5. Other Business

5a. Signal – Bobby Thompson intersection


It was noted that vehicles turning on the green light (when the right turn arrow is off) without giving way first. Whether additional signage is required will be reviewed.

6. Date of Next Meeting

The next meeting is scheduled for June 4, 2014.

7. Adjournment

The meeting adjourned at 12:49pm.



Signature
Chairman of the Board
Confirmation of Minutes – 21.05.14
Date:18.06.14

Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date:18.06.14

National Roads Authority
Minutes of the One-Hundred & Forty-Fourth Meeting
of the Board of Directors
held in Room #3063, GOAP, Elgin Ave, George Town, Grand Cayman,
Wednesday, 07th May 2014 at 9:30 a.m.

In attendance were:

Donovan Ebanks	Chairman
Mrs. Sheree Ebanks	Dep. Chairman
David Arch	Director
John Edward Ebanks	Director
Stanley Panton	Director
Dane Walton	Director
Kenross Conolly	Director
Ronnie Dunn	Director Designate of Financial Secretary
David Fawcitt	Director Designate of Chief Officer, Ministry PLAH&I (alt.)
Paul Parchment	Managing Director (Actg.) – NRA
Lois Hall-Vaughan	Executive Secretary

Apologies:

Gary Clarke	Director
Edward Howard	Dep. Managing Director – NRA

1. **Call to Order**
The meeting was called to order at 9:39 am by the Chairman.
2. **Minutes of Previous Meetings**
Minutes of Meeting held March 26, 2014 were signed off by the Chairman. Minutes of Meeting held April 16, 2014 were reviewed and approved with minor amendments.
3. **Matters Arising**
 - 4a. **2013/2014 Works Programme**
The Board has requested an update as of April 15, 2014 and the MD Actg. is to provide this information.
 - 4b. **Kingbird Warehouse Lease Agreements**
The Chairman has requested a comprehensive report from the DMD on the status of review and it is to include estimates for the construction of units proposed to be placed at the rear of the PWD compound. This is to be provided at the next meeting due to the absence of the DMD.

5a. Trenching Policy

The MD Actg. informed that Legal Department is still reviewing the Trenching Policy and no response has been received to date. The MD Actg. is to follow up.

4b. 2013/2014 Expenditure Monitoring & Forecasting (from Minutes 26.02.14)

The Board requested a schedule of existing assets and the current status re depreciation. This will be forwarded to members by the MD Actg. via email.

He noted that approximately 70% of the current fleet is down and in poor condition.

4d. Recruitment of MD (from Minutes 26.02.14)

NB: The advertisement for the post of MD was published in the Caymanian Compass and on CS Messages. Applications received will be screened by PoCS who will report to the Board.

4a. Explosives Law & Regulations– Presentation & Comment Session with Industry Stakeholders

The MD Actg. informed that a meeting of various personnel with interest in explosives e.g. blasters was held April 17, 2014 to garner information in regards to the current review of the Law. It was noted that while the document had not been made available for further review, the MD Actg. had made himself available for any further discussions.

Members were asked to please provide their feedback on the draft Revised Explosives Law & Regulations to the MD Actg. within the next few days.

A report of the feedback was requested by the Chairman.

5b. George Town Revitalization

The MD Actg. informed that a committee has been established for the revitalization of George Town and they are currently looking at changing the traffic flow, closing some roads and installing more pedestrian crossings. The committee has requested a Traffic Count of the area and the NRA will be able to provide this information.

NRA construction of ramps etc. in Central George Town

The MD Actg. is to provide a written update on the suggested improvements, mainly the status of each item for the next meeting.

5c. Linford Pierson Highway

It was noted that the amount of lay of asphalt applied was applied for a short term the next lay will be for the long term.

4. **New Business**

4a. **Financial Report as of 30 April 2014 - CFO**

This was not available in time and will be provided to Members via email by the MD Actg.

4b. **Bobby Thompson Roundabout Injunction - DMD**

A brief overview was provided by the Ministry representative on the history of the matter. The Board looks forward to receiving the summary requested from the DMD and will be looking at all options to enhance traffic flow in the area.

4c. **Blk 15C Par 287**

The Board reaffirmed its position that the building on this property should be removed by the owner enabling the vacant possession of the land prior to final payment of agreed settlement.

5. **Other Business**

5a. **NRA Tractor - abandoned**

The MD Actg. is to investigate a report of a NRA tractor parked near the roadside (minus a tire) in the 50mph zone going to Rum Point.

5b. **Rum Point – Rip & Relay**

The MD Actg. is to review the actual location of work scheduled for the section of Rum Point to be ripped and relayed. CTC is expected to decide who is awarded the Tender to do the hot mix asphalt work.

5c. **Installation of Guardrails**

A section of Seaview Road in East End is to be reviewed for the possible installation of guardrails.

It was noted that the NRA needs to seriously look at making roads safer especially at roundabout intersections. The NRA is to check the proposed lifespan and cost per roundabout of the anti-skid that was recently done by the Island Heritage roundabout.

5d. **Speed Limit**

The MD Actg. is to look into the Speed Limit signs posted on roads are in effect (should have been in since May 2014).

5e. **Pedestrian Crossing**

There is a need for a pedestrian crossing by Smith Cove (from the parking lot to the beach) which is a 25mph zone. The Traffic Management Panel (TMP) is to be asked to review.

6. **Date of Next Meeting**

The next meeting is scheduled for May 21, 2014.

7. **Adjournment**

The meeting adjourned at 11:35pm.



Signature
Chairman of the Board
Confirmation of Minutes – 07.05.14
Date: 04.06.14

Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 04.06.14