

PORT AUTHORITY

Minutes of the 353rd Meeting of the Board of Directors of the Port Authority held at Port Authority 45 Harbour Drive at 1430 hours on Wednesday, 18th December 2013.

Present:

Mr. Errol L. Bush MBE, (Chairman)
Mr. Paul W. Hurlston, (Secretary)
Mr. Michael Nixon – Ministry of Finance
Mr. Ashton Bodden JP
Mr. Robert Foster
Mr. Arek Joseph
Ms. Jacqueline Scott
Mr. Woodward DaCosta
Mr. Dalton Watler – Ministry of Tourism

Attendees:

Apologies: Mr. Gerry Kirkconnell
Mr. Stran Bodden

		NOTICE AND QUORUM	
		The Chairman noted that due notice of the Meeting had been given to all Members and that a quorum existed. Accordingly, the Meeting could proceed.	

1		Welcome and Call to Order	
		The Chairman welcomed members	
2		Apologies and absences	
		Apologies were received from Mr. Gerry Kirkconnell and Mr. Stran Bodden.	
3		Confirmation of Previous Minutes	
		<ul style="list-style-type: none"> • Confirmation of the Minutes • The Minutes of the 352 meeting were approved on a motion moved by Mr. Robert Foster and seconded by Mr. Arek Joseph. The corrections as proposed by a member were noted and will be incorporated in the revised minutes. • The minutes of the 5 December 2013 will be dealt with in January 2014. • Appreciation by the Board of Directors for Mrs. Sandra Barnett minute taking at the special meeting is hereby recorded. 	
4		Matters Arising	
		<ul style="list-style-type: none"> • Mr. Clement Reid attended the latest Safehaven Marina site meeting this week. It was Agreed that Mr. Clement Reid would do the final check and sign off when the marina is completed and that Mr. Arek Joseph will be present and represent the Board of Directors • On the matter of Jessica Jefferson the police were 	

		<p>formally asked to warn her via a Port Security Committee meeting.</p> <p>Mr. Clement Reid will follow up with Maples on the status of court proceedings brought by the North Sound boat operators that operate from Safehaven.</p> <ul style="list-style-type: none"> • The job description put together for the position of Supervisor of the RWCT was thought to be too involved. It was agreed that Mr. Clement Reid would be in charge of the RWCT and assign the duties to the Supervisor to deal with the day to day running of the facility. He will produce reports on the operations. • It was agreed that the leases up for renewal would be granted for one (1) year due to the cruise berthing facility plans. • Mr. Woody Dacosta agreed to look at the current lease document and provide his input. • Currently, three leases are up for renewal (Too Hot, Piscatorial Holdings and Puros De Caoman Ltd). • On the matter of lease arrears at the RWCT the Port Director will use his discretion but will let the Board of Directors know if arrears past the 90 day period. It was agreed that a Notice would be issued to the tenant(s) in this case. • The Board of Directors agreed in principle, the Mr. Kevin Doyle application for Mr. Patrick Ebanks to sell coconuts on his behalf. However, he would be asked to produce the agreement document he has with Mr. Ebanks and outline specifically the area where the sale of the coconuts would take place. • The Board of Directors Agreed to accept Seabridge International application to have a booth at the RWCT and to sell tours as per their proposal. • The policy was adopted that any future applications for space at the RWCT would be 	
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

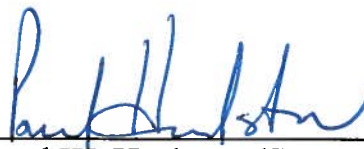
		<p>considered by the Board on a as needs bases.</p> <ul style="list-style-type: none"> • Mr. Woody Dacosta excused himself from room during the Seabridge International discussions as his sister was also a signatory to application. • It was agreed following a proposal by Mr. Robbie Hamaty for the port to erect more signs at the RWCT that enough signs already exist there. • The Board of Directors made the policy that the “Piazza area of the RWCT would become a restricted areas only for cruise passengers or those specially authorized by the Port Authority during cruise ship operations”. • The Piazza area will be open to the general public when cruise ships are not in port. • The next meeting of the board will look at lease rates moving forward. • It was agreed that those Kiosks tenants who have made extension will now have to pay at the rate of CI \$80 per sq. foot per year for the foot print of these extensions or else remove them. • It was further agreed that these extension should be of a standard design approved by the Board of Directors. • The Pepper-Corn lease proposal for the boaters to operate on their own at the Safehaven Marina is not feasible according to advice from Maples. The port will have to directly operate the marina. • The Minister of Tourism is heading up this as a tourism related project. • The Chairman said that following a meeting with the boat operators they have agreed in principle to the fact they will have to pay to use the marina and its facilities. • Mr. Clement Reid is working on a cost budget to run the marina and it will be circulated to the members. • The Board took the position that financially the operations of the marina should at the least break-even. 	
--	--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<ul style="list-style-type: none"> • The supervisor for the RWCT will be put in place. • Maples will be asked to give an update on the status of the court case brought by the current operators on their rights to use the facility. • Policies and procedure for the operations of the marina will have to be put in place. • Mr. Clement Reid is to provide an update on the status of the up keep of the Seamen Monument area. 	
5		RWCT	
		See #4 above.	
6.		Dock Parking Layout Proposals	
		<ul style="list-style-type: none"> • It was approved on a motion moved by Mr. Robert Foster and seconded by Mr. Ashton Bodden that Mr. Arek Joseph can proceed with the Apex proposal to do a parking layout for buses on the dock. There price is C\$1,250.00. • It was mentioned that the Government has given verbal approved for the Port Authority to use the Tower Building site in the future. • Mr. Arek Joseph continues to have dialogue with OA&D and Apex on a smaller version of the possible infrastructural improvements to Spotts. • Portable toilets and tents will be in place at Spotts when it is anticipated it will be used for cruise ships. 	

7.		Security, Operations and Finance Reports	
		<ul style="list-style-type: none"> • Reports from Security and Finance were tabled and forms a part of these minutes. • Mr. James Parsons will provide a cost for the operations of Cayman Brac as an international port verses a domestic one. 	
8.		Other Business	
9.		Adjournment	
		There being no further business the meeting was adjourned at 1642 hours. The next meeting will be scheduled at a later date.	



Errol L. Bush - Chairman



Paul W. Hurlston (Secretary)