



PO Box 1358, Harbour Drive, Grand Cayman, KY1-1108, Cayman Islands
(345) 949 2055, Fax (345) 949 5820

Minutes of the 376th Meeting of the Board of Directors of the Port Authority of the Cayman Islands held at the Port Authority office on 45 Harbour Drive, George Town, Grand Cayman at 1300 hours on Wednesday March 18, 2015.

Member Present:

Mr. Errol Bush MBE – Chairman
Mr. James C. Parsons, Jr – Secretary
Mr. Ashton Bodden, JP
Mr. Stran Bodden, JP
Mr. Woodward DaCosta
Mr. Arek Joseph
Mr. Michael Nixon
Ms. Jacqueline Scott

Apologies:

Mr. Robert Foster
Mr. Gerald Kirkconnell – Deputy Chairman

Notice and Quorum:

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

Welcome and call to order:

The Chairman welcomed Members.

Confirmation of minutes:

- a. Minutes for meeting # 371 were deferred until the next regular meeting.
- b. Minutes for meeting # 372 were approved by the board: moved by Mr. Arek Josephs and seconded by Mr. Ashton Bodden.
- c. Minutes for the meeting # 375 deferred.

Matters arising from Previous Minutes:

None noted.

Review of the Draft Public Authorities Bill 2015:

Deferred to the next regular meeting to give members a chance to read and make relevant comments on its contents.

Implementation Date for Posting Minutes of the Board of Directors Meetings to PACI Website:



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The Board approved that the minutes be posted to PACI website beginning with the first meeting of the present Board starting August 2013.

Deloitte preliminary report from Strategic Retreat in Cayman Brac:

The Board reviewed the 1st Draft of the Deloitte preliminary report with the following amendment to the Mission Statement; “sustainable,” to be added between the words ...on and innovative.... on the third line on page 24. Mission Statement to read after amendment; “”To lead the development of the Port Authority of the Cayman Islands with a focus on **sustainable**, innovative, safe, efficient and environmentally conscious solutions for all our customers

Purchase of Container Handling Equipment and Possible Asphalt Surface Upgrade as CDC:

A discussion ensued and the Board granted permission to the Chairman to pursue talks with the NRA along the line of what assistance they could render with regard to asphalt paving. The Board asked that management put together a business case for the Purchase of Container Handling Equipment. No dead line for this report was mentioned.

Contracting Property Management:

A discussion ensued and the Board asked that management look within to entrust and develop a person with the responsibility of the tenancy duty and report back at the next regular meeting.

Audit and Succession Planning for the IT Department:

A discussion ensued on the area of IT of the Port at the Strategic Planning meeting held in the Brac and the Board feels confident that the review that is being carried out by the Deloitte team, as per their contractual agreement, the area of IT will be sufficiently documented.

Current Wages and Salary Bands:

Matter deferred until the next regular meeting.

Response to DOE Report on Coral Damage:

A discussion ensued and it was resolved that, a letter written from management to the DOE, be sent urgently addressing the Port’s role in the coral destruction accident that happened on August 27, 2014.

Develop Policy for Rental Events at RWCT:

A handwritten signature in black ink, appearing to be 'JP' or similar initials.



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A discussion ensued and it was resolved that a Policy and license agreement be drafted by management. The contents shall include; taking down and putting up of tents, fencing and benches. Parking for crowds, possible hazard for cargo operation, the time needed for the turnaround if a cruise ship is visiting the next day. Fees to be charged should not be less than \$1,000 per event, Liability Insurance limit should be set at \$1 million and deposit for incidentals set at \$1,000 per event.

Update on Cruise Berthing project:

Matter is deferred until the next regular meeting.

Update on Spotts Terminal:

Nothing further to update at this time.

Update on Safehaven Marina:

Nothing further to update at this time.

Publication of Annual Reports:

Matter is deferred until the next regular meeting.

Other Business:

- a. Host AAPA Finance Seminar in April 2016 – Board Approved event and asked that management inform the events coordinator at the AAPA office of the approval to host the event.
- b. Caribbean Marine Services – Presentation on Tender Operations: Board approved a meeting with them at the next regular meeting.
- c. TSCM – Debugging Services Report – Board Accepted report.
- d. RWCT - Land & Sea Co-opt direct competition with John Schirn in selling Black Coral. – Board ask that management write to Land & Sea advising them that they cannot sell Black Coral as John Schirn has the exclusive right.
- e. RWCT - SeaBridge International Ltd has abandoned its mobile kiosk and rental fees are due: A discussion ensued and the Board asked that management write to the tenant demanding they pay their outstanding rental fees or else Kiosk will be repossessed and rented to another tenant.
- f. The solicitation of cruise business conducted on the streets near the Port Authority: Board asked that management write a letter to the commissioner, sighting the relevant laws (Town & Community Law Trade



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and Business Law), for patrols conducted in the area from Boilers road to Cardinal Avenue.

- g. The Board wishes management to explore the opportunity of leasing a vacant car park on Rock Hole road that could be used, in the future, for the staging of additional cruise tour operators and report back to the Board at the next regular board meeting.

Adjournment:

There being no further business the meeting was adjourned at 1640 hours until the next regular meeting.

Handwritten signature of Errol Bush in black ink.

Errol Bush - Chairman

Handwritten signature of James C. Parsons, Jr. in black ink.

James C. Parsons, Jr. - Secretary