

MINUTES – MEETING # 546

AGENDA ITEMS

A meeting of the Board of Members for the Port Authority of the Cayman Islands was held on November 14, 2025, at 12:30 p.m., in the Marriott's Ballroom, West Bay Road, Cayman Islands.

1. WELCOME AND CALL TO ORDER

The Chairman, Mr. Cline Glidden, welcomed the attendees and called the meeting to order at 10:30 A.M.

2. QUORUM

IT WAS RESOLVED that in accordance with Section 17(1)(g) of the Public Authorities Act (2020 Revision), a quorum of the Members who are entitled to vote was present, and business could proceed.

3. PRAYER: Mr. Carlon Powery gave a word of prayer.

4. ATTENDANCE AND APOLOGIES

Members Present:

- i. Mr. Cline Glidden - Chairman
- ii. Mr. Barry Bodden - Deputy Chairman
- iii. Paul Hurlston – Port Director
- iv. Mr. Dale Christian - Board Member
- v. Mr. Carlon Powery – Board Member
- vi. Mrs. Carilee Bolen - Board Member
- vii. Ms. Kristen Forbes Board Member
- viii. Ms. Irma Arch, JP - Board Member
- ix. Mr. Bruce Smith - Cayman Islands Customs and Border Control

Invited Guest:

- i. Mr. Don Hutchinson - Deputy Port Director - Finance

Apologies:

- i. Mr. Michael Nixon - Ministry of Finance

5. REVIEW AND APPROVAL OF PREVIOUS MINUTES

The Meeting Minutes were differed.

6. MATTERS ARISING FROM PREVIOUS MINUTES

Update of on the progress of the crane acquisition

The Chairman provided an update on the cranes' progress. He advised that the crane was on the way and



appeared to be on time. He advised that this was great news for the Islands. He requested that the Port Director arrange with the Public Relations personnel to put the information on the Port's website. The Chairman advised that the Minister and his Ministry also be updated. A discussion ensued.

7. NEW BUSINESS

Update on the Letter to the CPO

- a) The Chairman informed the members that they should have received an email from the Central Procurement Office concerning a recent decision on the procurement of the container-handling equipment project. He reminded the members of the difficulties experienced during and highlighted the potential challenges ahead.

The Chairman explained that the Port's Lawyers had been engaged and had prepared a formal response on the Port's behalf. The Chairman then provided the Members with a detailed overview of the Governance Framework and procedures underpinning the Port's operational process. A discussion ensued. After a thorough review and discussion, a **motion was moved by Member Arch and seconded by Member Bodden to proceed with the lawyers drafting the response letter to the Central Procurement Office. The motion was passed unanimously.**

Board Compensation – Date of Appointment

- b) The Chairman informed Members of an issue concerning the members' compensation package. He provided a detailed overview of the contract term of the previous Board and the appointment of the new Board. He explained that although a Board meeting was held in August, the contracts of the former Members had already expired, and the Ministry's appointment letters for the new Members were not received at that time.

The Chairman advised that compensation fee payouts had been made to the former Members. During the ensuing discussion, Member Arch noted that the previous Board had not received a formal letter confirming its dissolution. A discussion ensued.

The Deputy Port Director, Finance, informed the Members that payments had been issued to the former Members and confirmed that notice had been provided to them.

The Chairman clarified that it remained within the current Board's discretion to determine the commencement date for compensation. After a thorough discussion of the matter, **a motion was moved by Member Powery and seconded by Member Christian to proceed with the compensation dating back to August 2025. The motion was passed unanimously.**

Presentation of Proposed Revenue Measures

- c) A presentation was made by the Deputy Port Director, Finance (DPDF), outlining potential revenue opportunities and proposed fee increases. He noted the rising cost of living and emphasized that Cabinet approval would be required before any adjustments could be implemented.

He explained the rationale behind the proposed changes and provided examples of several projects and initiatives currently under consideration by the Port Authority. He reminded the Members that the Government's policy is that SAGCs cannot seek external financing from Financial Institutions without Cabinet approval. Given the condition of the Port's assets, funding is needed to urgently replace and improve infrastructure to meet operating requirements. This funding can either come from direct government support or fee adjustments. The DPDF pointed out that most Ports receive federal grants and funding for their infrastructure. Member Arch pointed out that she had a concern about the possibility of fee increases. A discussion ensued.



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The Deputy Chairman noted concerns about the potential fee increase and the challenges the Port faces. He pointed out that he was surprised by how the Port stayed without fees being increased for over 20 years in some instances, and that, for future consideration, these should be gradually increased to cushion the impact on the Islands. A discussion ensued. **A motion was moved by Member Powery and seconded by Member Christian to make a recommendation to the Government of a 20% fee increase across the board, except for cruise, which would be an increase by US\$4.00 per passenger in the future. The motion was passed unanimously.**

Briefing on the Emergency Repairs to the Dock Preparation for the Crane Arrival

- d) The Port Director delivered a brief presentation of the current situation with the dock. He outlined the estimated cost of the necessary repairs and advised that the project was proceeding through the Central Procurement Office process, with the work to be carried out in a hybrid in-house/outsourced contracted manner. He confirmed that the Minister was informed of the project and noted that the new crane was expected to arrive in late November or early December. The Port Director further advised that the training sessions would be conducted for the crane operators to ensure readiness upon delivery.

8. OTHER BUSINESS

Christmas Function

The Board Secretary gave a detailed update on the Christmas Function. She advised the Members that the function was being planned and that a date was set for December 12th, 2025. She advised the Members that the Committee had approval to have one function for both Grand Cayman and Cayman Brac. The response from the Cayman Brac Staff so far was positive. She advised that an update will be given at an upcoming meeting.

There being no further business, the meeting concluded and was adjourned at 1:46 pm.



Mr. Cline Glidden – Chairman

Date: 14 January 2026



Ms. Joanna Shaw - Recording Secretary

Date: 14 January 2025



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