

CONFIDENTIAL



Water Authority of the Cayman Islands

Minutes of 240th Meeting held on 28th of August 2013

Members Present:

Chairman:	Mr J L Hurlston
Members:	Mr H B Ebanks Mr J Gill Mrs Tannya Mortimer Mr C Randall Mr O Watler Mr A Wright
Secretary:	Dr G Frederick-van Genderen
Apologies:	Mr M Jacques Ms A Owens Ms R Sharma

Call to Order

The Chairman welcomed members and called the meeting to order at 1:30pm after ascertaining that there was a quorum and acknowledging apologies from Ms A Owens and Ms R Sharma. The Secretary noted that the Authority had contacted Mr T Hydes to ascertain whether Mr M Jacques or he would be the Ministry's representative and awaited his response. The Chairman then proceeded to open the meeting with a very special prayer appropriate to the Board.

The Chairman welcomed all new members and expressed his confidence that they would discharge their duties honourably as they served the Water Authority and the Cayman Islands. He gave a brief summary of the last four years and noted that

although those years were challenging, he was pleased that the Board as well as the Authority's management conducted the business of the Authority professionally and in an appropriate manner.

The Chairman gave a brief overview of how the meetings operate and explained that he would like everyone to work efficiently with regards to time. He explained that this fiscal period of 2013/2014 is a very special time for the Water Authority as it will be celebrating its 30th Anniversary with various activities. He encouraged members new to the Water Authority to participate in events and activities and to learn as much as possible about the Authority's operations as this would help when they are dealing with related matters as a Board. The Chairman then invited each member to give a brief synopsis of their bio as a way to introduce themselves.

The Secretary reminded members to look in their packages for the documents to be signed for Water Authority and the Ministry.

Minutes of the 239th Meeting held on 19th of June 2013

The Chairman asked for confirmation of the Minutes of the 239th Meeting held on 19th June 2013.

The Chairman noted that as members have changed only members present at the June 2013 meeting would be able to confirm the meeting minutes. Consequently, Mr O Watler moved to accept the Minutes and only the Chairman was able to second the motion, which then passed unanimously.

Declaration of Conflicts of Interest

Ms T Mortimer and Mr A Wright indicated that they are both affiliated with the Lions Service Clubs, however are not members of the Lions Club of Tropical Gardens which is the club requesting sponsorship under the Donations item on the agenda.

No other potential conflicts were declared.

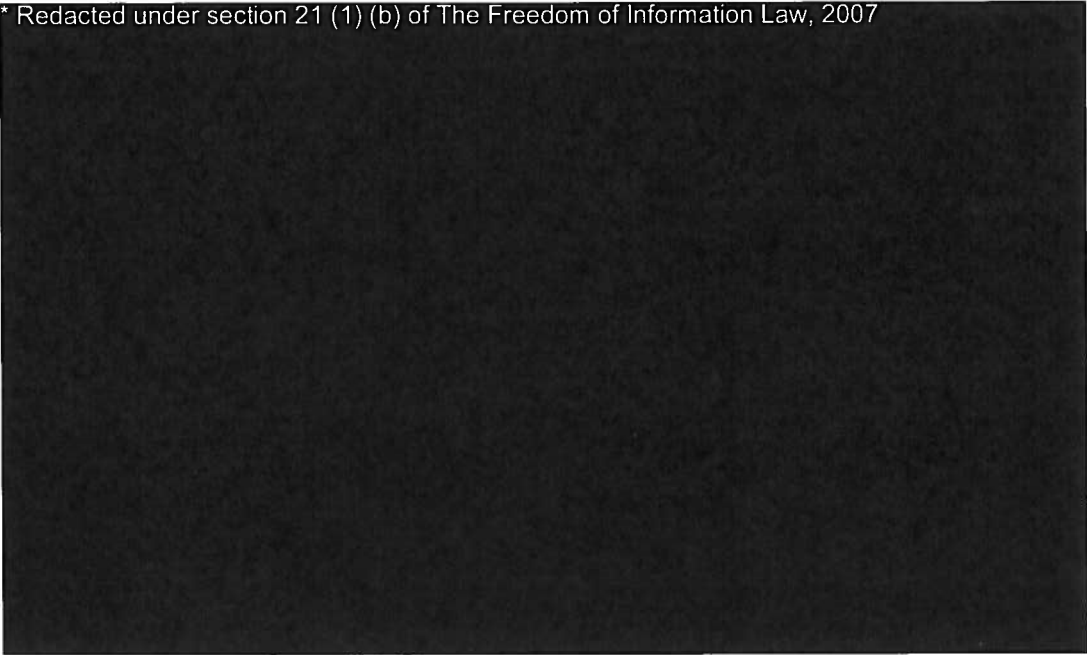
Matters Arising

a) **Lower Valley Reverse Osmosis Plant (LVRO) - Update.**

* Redacted under section 21 (1) (b) of The Freedom of Information Law, 2007



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The Chairman reported that the water production rate of the LVRO plant during the month of June 2013 averaged 2,290 cubic metres per day; during July 2013 it averaged 1,208 cubic metres per day (or just over 76% and 40% of design water production capacity, respectively). The lower production rate during July 2013 was due to problems with the soft starter, limiting the production to one train (out of two) only. This starter was replaced in mid-August 2013. Members noted that it was good to see the Water Authority taking over these plants now that the bulk and rush for pipeline expansion in Grand Cayman had slowed down.

b) 30 June 2013 Audit of Consolidated and Divisional Statements - Update.

30 June 2013 Audit of Consolidated and Divisional Financial Statements for Water, Wastewater and Statutory

The Chairman reported that the Director, the Deputy Director, and the Financial Controller met with KPMG on 07 August 2013 for the 30 June 2013 kick-off meeting. The purpose of the meeting was to get all three parties (OAG, KPMG and WA) together for a high level discussion on the performance of the Authority over the last fiscal period and to get an understanding of the capital projects, discussions with the new government and to introduce the new audit team. Based on discussions the Authority is expecting the audit team to be on site starting the first week of September 2013 into approximately mid-October, with the intention to meet the 31 October 2013 deadline for audited Financial Statements as defined in the PMFL.

* Redacted under section 21 (1) (b) of The Freedom of Information Law, 2007



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The Chairman reported that the Finance Department suffered a minor set-back (flooding of part of operations building due to broken pipe) but remained on target to meet the 31 August 2013 deadline with respect to financial statements and supporting documentation.

Broken pipe in the Operations Building

The Chairman reported that during the course of the night of 10 August 2013, the 90° bend on top of the newly installed hot water tank burst, setting off the fire alarm which alerted the Buildings and Equipment (B&E) Manager who in turn came into the office to find the first floor of the operations building flooded. The B&E manager called the Financial Controller to open up the secure filing room and when it was opened it had approximately 1 inch of water in the room and the boxes on the floor had lost their integrity and had toppled over. The boxes were taken from the room and placed in the training room which was a dry area. Over the course of the weekend, finance staff members started to take the boxes apart and put the dripping wet files out on tables. On 12 August 2013 the Cayman Islands National Archives (CINA) came in to provide their professional feedback and advice. The CINA suggested putting paper towels in-between the soaking papers, and using fans and dehumidifiers.

Members of the Finance Team worked diligently from Monday to Thursday to set the papers out, let them dry and at one point had four people ironing the papers to ensure that they were dry prior to being put away. All in all there were four solid days of 5 employees spent drying and organising the papers.

Annual Report 2011/2012

The Chairman reported that the 2011/2012 annual report was forwarded to the Ministry on 31 December 2012 for the Honourable Premier and Minister's comments and signature upon agreement. Confirmation on the status of this report with the new Ministry has not yet been received.

c) Cayman Water Company (CWC) Negotiations Update.

The Chairman reported that upon the election of the new Government, Cayman Water Company (CWC) requested a meeting with the Honourable Kurt Tibbetts, the Minister for the Planning, Lands, Agriculture, Housing, and Infrastructure (PLAHI) Ministry, to discuss the way forward for the renewal of their licence to produce potable water from seawater and distribute by

means of pipes. The Chairman explained the background to this meeting was that the Water Authority and CWC commenced negotiations to renew the licence in 2008 and subsequently CWC's licence expired in 2010. The negotiations ended in a stalemate in 2011 as both parties were not able to reach agreement on financial, legal and contractual issues. Several attempts were made to resolve these issues, but no solution could be agreed upon. CWC filed an application for judicial review in July 2012 over 3 issues: 1) Applicability of the 2011 Water Production and Supply Law versus CWC's contractual right in their 1990 licence; 2) The role of the Water Authority as negotiator and 3) the application of the Rate Cap Adjustment Model as proposed by the Water Authority. First respondent is Government and second respondent is the Authority. In the meantime, CWC attempted to settle the negotiations with Government (not the Authority) by putting various incomplete proposals on the table; however Government has not accepted CWC's proposals.

The Chairman reported that on 19 August 2013 the Honourable Minister Tibbetts met with both teams from the Government/Water Authority and CWC. The outcome of the meeting was that the Minister agreed that it would be best to let the judicial review take its course, so that there is a clear decision over the contentious issues that have stopped negotiations from progressing. The Minister also agreed that Government would be willing to give further extension to CWC's licence pending the judicial review and completion of the negotiations. This extension would likely be for a period of 6 or 9 months. It is expected that the judicial review will take place in early 2014. Minister Tibbetts made it clear to CWC that Government is not willing to continue to grant extensions to the licence and that it was important to issue a new licence in a timely manner.

The Chairman noted that the approval for the extension would come via the Water Authority Board meeting in September 2013. Once the Water Authority Board has approved the extension, the documents for an interim extension of the current licence can be prepared.

The Chairman reported that Maurant (Water Authority's lawyers) and the Attorney General's office had agreed on the wording for the draft summons and listing form, such that the judicial review hearing will be heard at the earliest date convenient to all. The draft summons and listing form is expected to be filed by 30 August 2013. It was noted that the Water Authority has chosen to remain silent regarding the issues with CWC whilst CWC has made several public statements.

d) West Bay Beach Sewerage Rehabilitation Project (2013) - Update.

The Chairman reported that on 30 April 2013 the Water Authority advised US Sewer & Drain, Inc that the contract for the West Bay Beach Sewerage Rehabilitation Project (2013) had been awarded to them. Initially, it was

anticipated that the contract documents would have been signed in early June 2013 with the contractor mobilising resources by the end of June 2013. Unfortunately this had happened due to the inability of the contractor to obtain the required Performance Bond as its bonding company was unable to provide bonding for work to be performed outside of the USA.

The Chairman reported that the contractor then established a local company, in order to obtain a bank guarantee through a local bank (Bank of Butterfield or Cayman National Bank). Unfortunately that alternative approach fell through on 26 July 2013.

The Chairman reported that US Sewer & Drain, Inc then entered into discussions with Wharton Smith Inc. (WSI), which is the US-based contractor who constructed the Grand Cayman Wastewater Treatment Works for the Water Authority in 2002-2005, with the objective for WSI to assist in providing the Performance Bond.

The Chairman reported that on 22 August 2013 the Water Authority confirmed to the Guignard Company, WSI's bonding company, that the Authority's requirements/concerns with respect to the Performance Bond had been met by their sample bond form provided earlier for review by the Water Authority. It is anticipated that the performance bond will be forwarded for review by 29 August 2013. The Chairman noted that this is the only matter that prevents the Authority from signing the contract document, and returning a duly completed document to the contractor.

The Chairman reported that the contractor confirmed that he had completed the necessary requirements for the temporary work permits for the expatriate staff, including full medicals and police clearance certificates, and had completed the information which is required for the importation of the vehicles.

e) National Roads Authority Fees Update.

The Chairman reported that on 07 August 2013 the Minister of PLAHI, the Honourable Kurt Tibbetts arranged a meeting with the various utilities and the NRA regarding infrastructure within in the roadway, and particularly regarding the reinstatement of the road following trenching operations, and in response to the NRA's revised Trench Permit & Reinstatement Policy dated 30 April 2013 which was forwarded to the various utilities.

This meeting was held to facilitate discussion on this topic between the NRA and the utilities. During the meeting it became apparent that those utilities that would be affected by the new policy had similar concerns (e.g., how it would affect their cost of doing business) and identified various anomalies between the policy and the specification.

After having heard the comments made by all present, the Minister indicated that a policy document would be drafted by the NRA, for discussion by the various affected utilities. The Minister also acknowledged that it was likely that no one would be completely pleased with the ultimate resulting document but that the Government must ensure that its investment in the roads would not be jeopardised by the activities of utilities and others within these roads.

f) **Miscellaneous Updates.**

a) *In-House Pipelaying Crews* - The Chairman reported that one of the pipelaying crews continued work on the pipeline upgrade (from 6-inch to 12-inch) in South Sound, between the boat ramp and the intersection with Walker's Road. This work comprises the installation of approximately 9,200 feet of 12-inch pipeline, and is being carried out in six phases. The second phase (up to The Avenue) was complete (a total length approximately 4,450 feet had been installed, or nearly 50% of the total length for this project).

On 04 July 2013 work on the water trucker emergency fill station at the North Side Water Works off Frank Sound Road was completed. This facility will be used in the aftermath of a hurricane to allow water to be trucked from this location but not as a part of regular operations.

On 30 July 2013 the other crew completed the installation of 275 feet of 3-inch pipe at Farrell Road (near North Sound Estates). On 08 August 2013 this crew completed the installation of 535 feet of 3-inch pipe and 4-inch pipe at Serenity Lane and Rossini Street (off Frank Sound Road). Plus, on 11 August 2013 a road crossing was completed in Shamrock Drive in Lower Valley to connect a new sub-division.

b) *Water Supply Division* - The Chairman reported that on 08 July 2013 Operations completed work on the replacement of nearly 1,000 feet of 6-inch pipe in Memorial Avenue. On 17 July 2013, Operations started the upgrade (to 6-inch) of nearly 3,000 feet of 3-inch pipe in Victory Avenue (Prospect). This work will be carried out in two phases. All affected customers (on the first phase) were connected to the temporary pipeline. To date, approximately 800 feet has been installed. It is anticipated that this work will be completed by the end of September 2013.

c) *Wastewater Division* - The Chairman reported that during the months of June and July 2013 significant rainfall was experienced, and the design hydraulic capacity of the plant (2.5 mgd) was exceeded for 9 days during the month of June 2013 and for every day during the month of July. The average daily inflow for June 2013 was 2.44 mgd (or 98% of design capacity). During the month of July 2013 the average daily inflow was 3.83 mgd (or 153% of design capacity). During the 2-month period June-July

2013 the daily inflow averaged 3.15 mgd, which was nearly 9% more than the average inflow during the same period last year (2.84 mgd). The increase in flow was queried and the Secretary explained that this was mainly due to the impact of the significant rainfall on the groundwater table. It was further noted that this situation illustrates that addressing the infiltration via relining of compromised lines is a matter of urgency and had been delayed by forces outside the Water Authority's management.

On 07 August 2013 the contract for the construction of a new control panel wall at PS1 was awarded to Small Engineering Ltd., who submitted the lowest quotation, out of 5 tenderers, in the amount of CI\$4,026.79. Work on this contract is expected to be completed next week.

It is anticipated that the new pump control panel for PS1 will arrive on island by the end of the week of 26 August 2013, and will be installed on the above-mentioned wall using in-house resources. Due to the critical nature of this pump station, both control panels (old and new) will initially work in parallel with the pumps being gradually connected from the old panel to the new panel.

- d) *FOI updates* - The Chairman reported that three new requests were received since the last Freedom of Information (FOI) Report dated 15 May 2013.
- e) *Turtle Farm - FOI request and marine discharge permit* - The Chairman reported that in July 2013 the Authority received an FOI request about the status of the marine discharge permit for the Cayman Turtle Farm and any relevant monitoring data. The Information Manager provided the response, which was prepared by the Water Resources Department. The marine discharge permit for the Turtle Farm originally issued in 2008 and modified in 2009 expired in October 2010. CTF continues to operate and continues to comply with the monitoring conditions of the permit with the Authority's consent (monitoring of flow and water quality of effluent).

CTF applied for the renewal of the permit and the Authority is in the process of drafting a new permit. The water quality and flow data collected by CTF provide comprehensive information both about the volume of their discharge and the total output of pollutants in terms of Biochemical Oxygen Demand and Total Suspended Solids. In late July 2013, the Authority met with CTF's management to discuss the monitoring data collected so far and to get an understanding of CTF's plans to address the level of solids and organics in their waste stream. It is the Authority expectation to grant the permit before the end of September 2013.

- f) *City Services - Excavation works in East End* - The Chairman reported that in early August 2013 the Ministry (PLAHI) requested the Authority to review the development activities at the properties owned by City Services Ltd in East End. These properties straddle the Health City Development properties, at which construction is going on for the Narayana

Hrudayalaya Hospital site ("Dr Shetty Hospital"). Members of the public had raised questions about site clearing works and excavations at the City Services property. Since the removal of rock may constitute quarrying, the Water Authority was asked to review the works that were going on because quarrying requires a permit under the Water Authority Law.

The Chairman noted that the Authority has not issued a quarry permit for this property. Water Authority staff carried out a site visit on 05 August 2013 at the time of the visit the developer had stopped works on the site. A collection of heavy equipment used for land development was parked on site and based on the Authority's historical knowledge it was clear that intensive site clearing, removal of rock and construction of the access road to Health City had commenced. The Authority contacted the Director of Planning who confirmed that City Services did have Planned Area Development approval, which means that they have approval for their masterplan. However, this approval does not constitute permission to carry out specific works at the site. The Chairman reported that subsequently the Water Authority was informed that the Planning Department has issued a "stop order" regarding the works. The Authority will continue to monitor the activities at the site and communicate with the developer should any works be carried out in circumvention of the Water Authority Law.

- g) **Randyke Gardens** - The Chairman reported that the Ministry (PLAHI) had been alerted by concerned owners and members of the Randyke Gardens Strata that some members no longer pay strata fees. As a result, the upkeep and maintenance of common property, including the wastewater treatment system may be in jeopardy. This situation may result in a repeat of the complete failure of the system that led to Government's intervention in 2006-2007 and 2011-2012. In 2006-2007 Government funded the Strata \$440,000 to replace the original failing system and when the Strata stopped paying for maintenance in 2011, Government and the Water Authority stepped in and rehabilitated the system at a cost of \$90,000. It will be made clear to the owners of the strata that they are responsible to collect strata fees to pay for the upkeep and maintenance of the system by a private service provider and that Government and the Authority are not in a position to provide financial and physical assistance for upkeep, maintenance and repairs of the strata's wastewater system.

h) **Development Proposal for Canal Excavation** [REDACTED]

- The Chairman reported that in July 2012 the Water Authority reviewed a development proposal for [REDACTED] a residential subdivision, golf course, marina and lake excavation on property located on [REDACTED]. These properties are located [REDACTED]. At the time the Authority commented to the Central Planning Authority that it could not support the proposed canal and marina excavation [REDACTED].

* Redacted under section 21 (1) (b) of The Freedom of Information Law, 2007

had the potential to impact the Lower Valley fresh water lens. In the early 1980, the Authority carried out research on the effects of the MRCU canals that were developed in this area (Central Mangrove Wetland Area) for mosquito control and concluded that these canals had negatively impacted the Lower Valley freshwater lens. As a result of the Authority's findings, Government and the MRCU agreed to block the canals. The Authority recommended to the CPA that an Environmental Impact Assessment (EIA) be carried out to determine the environmental impacts of this development on the Lower Valley fresh water lens and to determine the mitigation of these impacts. Mr O Watler confirmed that he was very much aware of the history behind MRCU blocking off the canals to prevent further negative impact to the Lower Valley freshwater lens.

The development includes a land based and marine based component, the land based portion requires CPA approval and the marine based portion requires a coastal works permit from Cabinet. In addition to the Authority's concerns the Department of the Environment also raised environmental concerns, both about the marine and the land-based components of the project. Cabinet, which reviews the coastal works application, did agree that the environmental concerns raised by the Department of the Environment and the Water Authority warrant an Environmental Impact Assessment. The Environmental Advisory Board convened last week and agreed to provide the developer with an outline of the Terms of Reference for the Environmental Impact Assessment.

- i) *Cayman Brac Operations updates* - The Chairman reported that on 11 July 2013 there were some staff changes in Cayman Brac: Mr Paul Connolly, Operations Manager retired on 10 July 2013. New staff was hired at the Brac Operations: Mr Robert Arch, General Services Manager - Cayman Brac, and Mr Robert Tatum (recent university graduate), Plant Operator - Cayman Brac. To ensure a smooth transition Customer Service provided a staff member (on a rotational basis) in Cayman Brac from 08 July 2013 until 30 August 2013.

During that same period Mr Omar Harley, Connections Foreman - WS has been in Cayman Brac operating the RO plant and has trained Mr Tatum. Mr Harley will remain in Cayman Brac until 13 September 2013, also providing training to Mr Robert Arch.

During the week of 19 August 2013 Mr Tatum received laboratory training at the WAC lab in Grand Cayman. During the week of 26 August 2013 Mr Arch will receive the same training, in addition to being provided with additional training/guidance in Customer Service and Finance issues. During the same period two WAC staff will be in Cayman Brac to replace some of the older water meters and to install dual check valves on all water meters.

The Cayman Brac plant experienced some operational issues due to lightning strikes in early July 2013 and August 2013 which caused some

sensors to be damaged and breakers to trip, but Mr O Harley, with the assistance of the Engineering Services Department (ESD) kept the plant running smoothly. Due to the frequent rainfall, trucked water deliveries are down slightly, which allowed the staff to clean-up the West End Water Works site.

ESD completed the design for the new pipework along Gerrard Smith Avenue, in anticipation of eliminating the pipeline across the airport property. In addition, the existing pipeline along the south coast (to Brac Reef hotel), which is prone to leaks, will be upgraded. ESD is working on the logistics of moving one full pipelaying crew to Cayman Brac. It is anticipated that this will occur later this year (October/November), and that the work will take 6-8 months to complete.

- j) *Honourable Minister's Tour of Water Authority Operations* - The Chairman reported that on 26 July 2013, Honourable Minister Kurt Tibbetts of the PLAHI Ministry toured the Water Authority facilities along with the Chairman, Ministry and Water Authority staff. The Minister visited the North Side Water Works, Lower Valley Water Works and the Grand Cayman Wastewater Treatment Works. Due to time constraints, he was not able to tour the offices or the Red Gate Water Works site. After the tour, the Minister met with Water Authority staff and expressed his appreciation for their hard work and dedication. He reminded staff that the Government remains bound by the FFR and that the finances will remain lean for years to come. The Minister also informed staff that the current Government's policy was no divestiture or lease of self-financing providers of essential services such as the Water Authority's operations. The Minister mingled and enjoyed some refreshments with staff before leaving to another commitment.
- k) *Water Authority 30th Anniversary Celebrations* - The Chairman reported that the Water Authority celebrates its 30th Anniversary this fiscal year and has a plan in place. Due to budgetary constraints the Authority will manage the process in house. The focus of the celebrations is on the theme "Cayman on Tap". The objective is to educate customers and the general public of the benefits of tap water such as it is cheaper, healthier to drink than sugar based drinks, less waste to the landfill than bottled water, etc. The Chairman reported that events planned are:
- o Celebrate first 30 customers since the commissioning of piped water service
 - o Chance for 30 customers who pay on time to win free water (\$30 gift certificate)
 - o Staff Tours
 - o Staff Profiles
 - o Staff Exchange Programme
 - o Video Competition for pre-teens/teens

- o Customer Celebrations in each district
- o Open Day Tours
- o Recognition of customer from customer database (raffle)

Additionally, the Water Authority committed to donate \$50k to the National Gallery (NG) during construction for naming rights of a water feature. After a lengthy back and forth with the NG, the NG has determined that a water feature would be too expensive to operate and maintain for the long term and subsequently have requested that the funds be assigned as a Capital Project Sponsorship. This is separate from the general building fund and through this avenue the Authority will have its choice of various exclusive permanent naming opportunities on site. In discussion with the Customer Service Manager, it was agreed that this presented an opportunity to tie in the sponsorship with the 30th anniversary celebrations. Due to overlapping vacations, the Customer Service Manager had not had an opportunity to meet with the NG Director. She will be able to arrange this in the next two weeks. Consequently, the Secretary is seeking the Board's approval to extend the deadline to 30 September 2013. Members agreed to the extension of the time for finalising the agreement with the NG to 30 September 2013.

- d) *Rate Adjustment* - The Chairman reported that the Authority's management had commenced work towards implementation of the RCAM for rate calculations. The developers of the Cogsdale billing software are working on extracting some of the data required from the billing system. Additionally, the financial data from the 2012/13 audited financials will be used when it is available. It is anticipated that the draft amendments to the regulations will be prepared in time for the implementation in January 2014.

Current Business

- a) **Request for Bill Adjustment re Customer Account#** [REDACTED]

* Redacted under section 23 of The Freedom of Information Law, 2007

The Chairman reported that via an email on 02 July 2013, the above customers wrote a letter dated 21 June 2013 regarding a high water bill. A copy of the letter and the report from Customer Service Department were provided to members.

A review of the account was undertaken and the Authority's findings are that on 24 April 2013, constant movement indicative of a possible leak was identified by the Authority's staff. The field staff advised the occupant of the home (helper) of the findings immediately. The reading was 1410 with a consumption of 192 cubic metres which generated a bill of \$1274.59.

The Chairman reported that subsequently on 27 May 2013, the customers' account showed up for a second time on the Fail Audit Report. The Authority's field staff noted that there was constant movement on the meter and turned the valve to the off position. The metering agent called the metering supervisor to make note of the account as the reading was extremely high. The reading was 3726.4 with a consumption of 2316.4 cubic metres which would mean a bill of \$15,618.08. The Metering Supervisor immediately called the phone numbers on file; the first number was a wrong number. The second number was answered by the customers' daughter who provided current contact details for her parents. The Metering Supervisor was advised by the customer that his helper had told him in April 2013 that Water Authority staff visited the property and told her that there was constant movement on the meter however he thought it was due to the pool being filled.

The Chairman reported that the customers had now appealed for leniency with the bill. The bill on this account is payable. The customers were advised of a possible leak as soon as it was discovered by the Authority. The customer noted that his helper verified the information and unfortunately he incorrectly assumed it was due to the pool being filled. Section (8) of the terms of agreement state; the customer is solely responsible for all works downstream of the meter. The Secretary reminds members that the Authority has to rely on the amount registered on the meter in order to calculate the bills. It is suggested that customers be offered an extended payment plan. The Secretary respectfully sought the Board's decision on the request from the customer.

Members agreed that the customer should be advised that they reviewed the request and decided not to discount or waive the bill as the customer is responsible for all usage downstream of the meter. Members noted that the Authority did bring the initial discovery of a potential problem to the attention of person/s in present in the home at the time. Members sympathised with the customer's situation and agreed that an extended period workable to the customers should be offered as part of the payment plan as well as waiver of the late penalties providing the payments are made regularly. Additionally, with reference to the initial Fail Audit discovery, the Board requested that the Authority's Customer Service staff make every attempt ensure that communications regarding customers' accounts are made directly to the customer/s and not to rely on 3rd parties to convey information.

b) Revised 2013/2014 Ownership Agreement.

* Redacted under section 21 (1) (b) of The Freedom of Information Law, 2007



* Redacted under section 21 (1) (b) of The Freedom of Information Law, 2007



Donation Requests

The Chairman advised that the amount of funds available for donations in the revised 2013/2014 budget is \$40,000.

a) CI Crisis Centre - Food & School Supplies Vouchers and After School Care Programme.

Members agreed to sponsor the CI Crisis Centre's Food & School Supplies Vouchers and After School Care Programme in the amount of \$350 in the form of 7 gift vouchers valued at \$50 each from Priced Right. The motion was moved by Mr O Watler, seconded by Mr H B Ebanks and passed unanimously.

b) CI Seafarers Association Calendar 2014.

Members agreed to sponsor the CI Seafarers Association 2014 Calendar in the amount of \$500. The motion was moved by Mr A Wright, seconded by Mr H B Ebanks and passed unanimously.

c) Chamber of Commerce - Golden Apple Awards.

Members decided not to sponsor the Chamber of Commerce - Golden Apple Awards at this time but wished the Chamber continued success with these types of programmes.

d) East End Primary School PTA Afterschool Programme.

Members agreed to sponsor the East End Primary School PTA Afterschool Programme in the amount of \$800. The motion was moved by Mr O Watler, seconded by Mr C Randall and passed unanimously.

e) Breast Cancer Foundation Breast Cancer Gala.

Members decided not to sponsor the Breast Cancer Foundation Breast Cancer Gala at this time but wished the Foundation success with the event.

f) Lions Club of Tropical Gardens - Breast Cancer Awareness Campaign.

Members noted the involvement of Mrs T Mortimer and Mr A Wright in the Lions Club of Grand Cayman but did not deem it necessary that they leave the room. Members agreed to sponsor the Lions Club of Tropical Gardens - Breast Cancer Awareness Campaign in the amount of \$1000. The motion was moved by Mr C Randall, seconded by Mr O Watler and passed unanimously.

g) FC International - Summer Football Camp.

Members agreed to sponsor the FC International - Summer Football Camp in the amount of \$500. The motion was moved by Mr H B Ebanks, seconded by Mr A Wright and passed unanimously.

h) The Rotaract Club of Grand Cayman - Annual School Supply-A-thon.

Members decided not to sponsor the Rotaract Club of Grand Cayman's Annual School Supply-A-thon but wished the organisers success with the event.

i) The New Testament Church of God - Children's Back to School Giveaways.

Members decided not to sponsor The New Testament Church of God's Children's Back to School Giveaways drive but wished the organisers success with the event.

j) Cayman Thanksgiving.

Members decided not to sponsor the Cayman Thanksgiving but wished the organisers success with the event.

k) Pirates Week National Festival.

Members decided not to sponsor the Pirates Week National Festival but wished the organisers success with the event.

Any Other Business

a) 2013/2014 Scholarship Award.

The Chairman reported that for the 2013/2014 scholarship a total of three applications were considered. The Scholarship Interview Committee (SIC) consisted of Ms A Owens, Board Member; Hendrik-Jan van Genderen, Water Resources Engineer; John Bodden, IS Manager; and Pat Bell, Chief HR Manager. Interviews were held 12 August 2013, a copy of the interview report was provided to members.

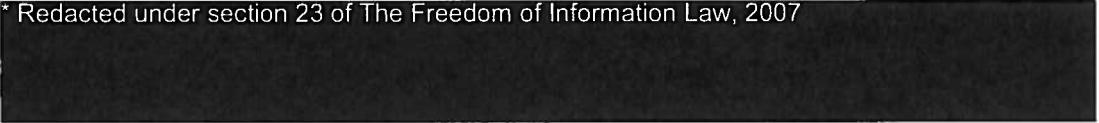
* Redacted under section 23 of The Freedom of Information Law, 2007

The Chairman reported that the panel recommended * [redacted] for the Water Authority (WA) 2013/2014 Scholarship pending proof of * [redacted] acceptance into the engineering programme at University of the West of England (Bristol).

* Redacted under section 23 of The Freedom of Information Law, 2007

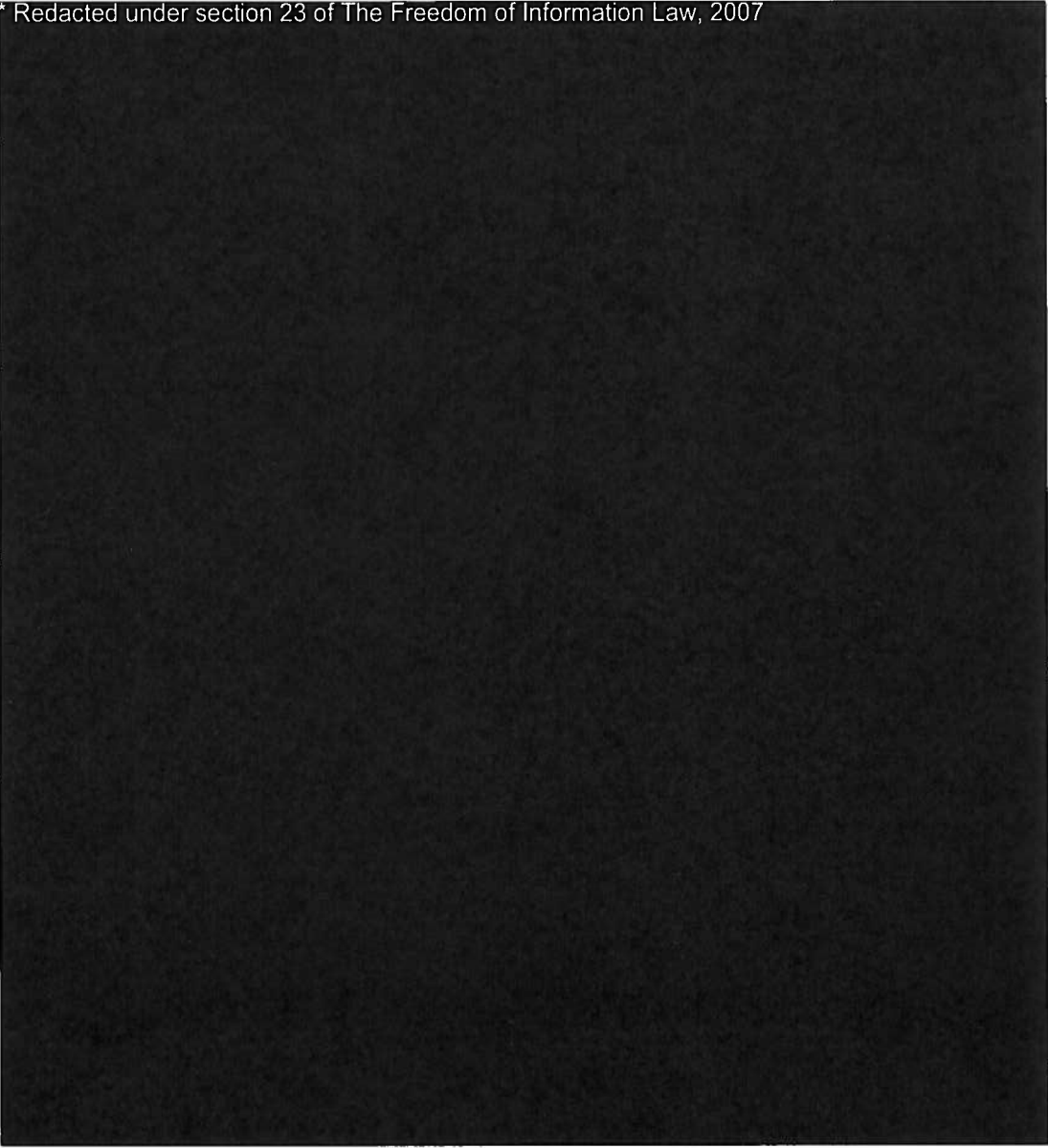
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* Redacted under section 23 of The Freedom of Information Law, 2007




The Chairman reported that the other applicants interviewed were:

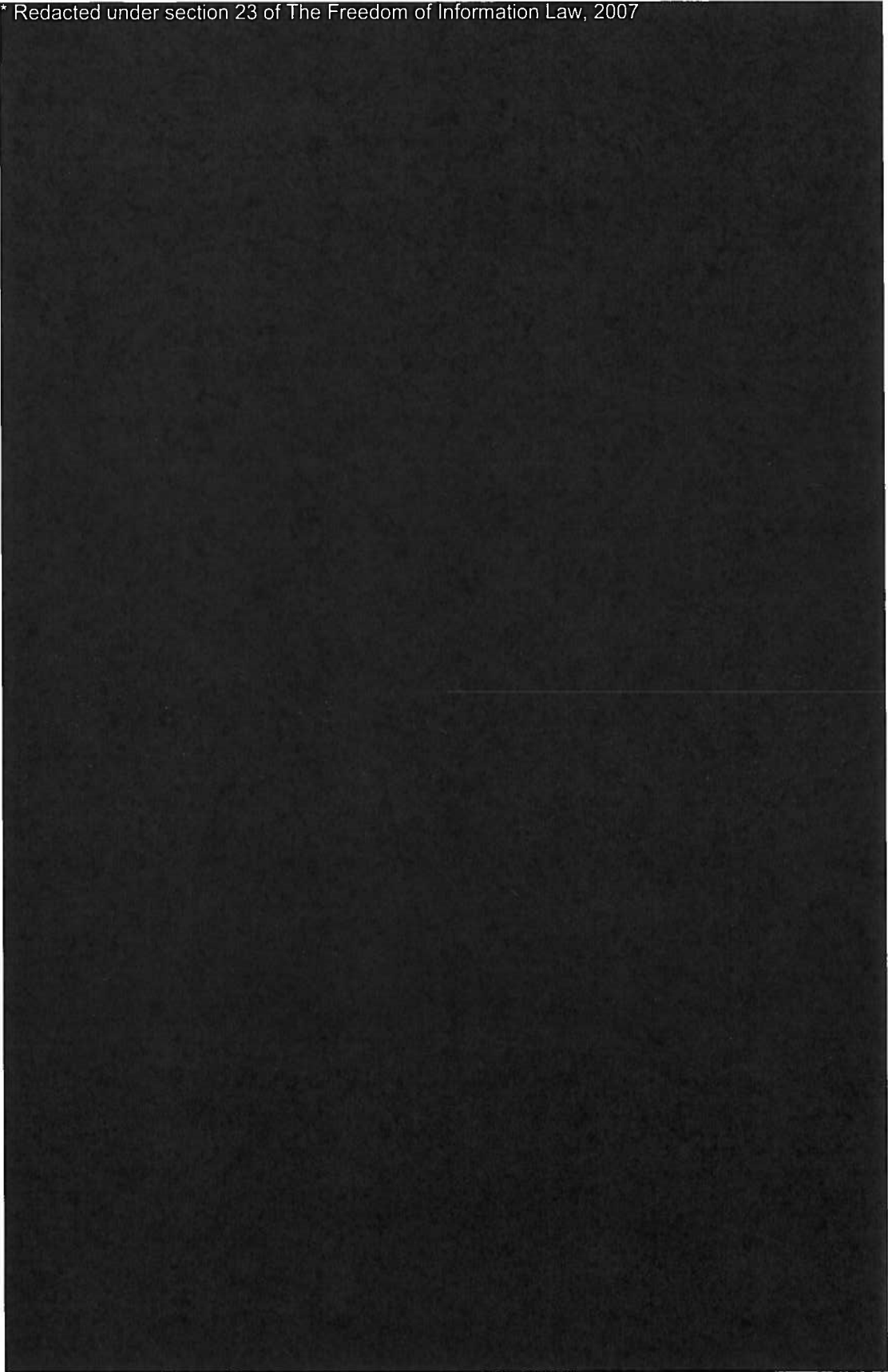
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b) Board Tour of Water Authority Operations.

The Secretary sought members' views on whether they would like to tour the Authority's Grand Cayman operations on 18 September 2013, which is the date of the next Board meeting. Members agreed, the Secretary advised that the tour would need to start around 10am in order to visit all facilities.

c) Cayman Brac Retirement Dinner for Mr Paul Conolly.

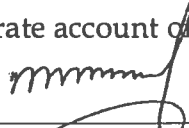
The Chairman advised that the Authority was in the process of planning a Retirement/Farewell Dinner for Mr Paul Conolly, previous Operations Manager in Cayman Brac. He retired effective 10 July 2013 but due to leave of various staff it was not possible to arrange his official retirement function. Honourable Minister Tibbetts as well as Honourable Deputy Premier Kirkconnell have been invited to be there and say a few words. The date and time have not been finalised as it is dependent on the schedule of the Ministers and the Secretary is awaiting feedback from their Personal Assistants. It is anticipated that it will take place sometime in mid to late September 2013 and further information would be sent to members.

d) American Water Summit

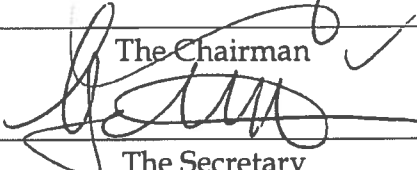
The Chairman reported that the Secretary would be participating in the American Water Summit in Washington DC, 4-6 November 2013, sponsored by Global Water Intelligence. At the meeting last year, The Water Leaders Group was formed of which the Secretary is now a part. The group includes senior executives and decision makers from the public and private water industry sectors in North America and provides access to leaders in the industry around the world.

There being no other business the Chairman thanked members for their support and then adjourned the meeting at 3:30pm.

This is a true and accurate account of the proceedings.



The Chairman



The Secretary

