



**MINUTES OF CAYMAN ISLANDS AIRPORTS AUTHORITY (CIAA) BOARD MEETING
HELD AT THE BOARDROOM, ORIA, ON 30 JUNE 2022**

BOARD MEMBERS

Present:

Chairman:	Mr. Johann Moxam
Director:	Mr. Roy Grant
Director:	Mr. Nathaniel Tibbetts
Director:	Ms. Jacqueline Haynes
Director:	Mr. Stran Bodden
Director:	Mrs. Marva Bodden-Reid
Director:	Mr. Jonathan Edie
Director:	Mr. Alfred Thompson, Jr.

Apologies:

Director:	Mr. Charles Clifford
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Others Present

CEO/Secretary:	Mr. Albert Anderson
Recording Secretary:	Mrs. Carlene Logan

1. WELCOME & OPENING REMARKS

1.1. The Chairman called the meeting to order at 1:10 p.m. and welcomed everyone.

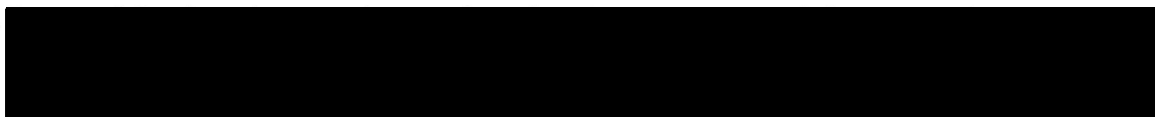
2. REVIEW & CONFIRMATION OF MINUTES

2.1. Minutes of 26 May were approved.

3. MATTERS ARISING FROM ABOVE MINUTES

3.1. Ground Handling Agreement – To date, four Ground Handling providers have signed the Agreement.

3.2.



S11(2)(c)

4. FINANCIAL REPORT – CFO, MS. KAREN BAPTISTE

Year on Year

Revenue increased by 709% when compared to May 2021

- Passenger movements increased by \$4,138,212 or 820%
- Passenger facility charges also increased by \$1,588,185
- Aircraft movements revenue up by \$841,033 or 410%

- In comparison to 2019, total revenue is down by \$9,656,230 or is now 48% of 2019 revenues

Expenses increased by \$1,038,820 or 10% when compared to May 2021

- Contracted services increased by \$553,662
- Repairs and maintenance increased by \$131,933
- Utilities increased by \$135,878
- In comparison to 2019, total expenses are down by \$776,774 or 6%

The deficit as at May 2022 was \$2.5M versus \$9.2M last year (May 2021)

Honorarium/COLA - Following the recent announcement of CIG receiving these special payments and COLA increases, CIAA staff have enquired of receiving same. An analysis was done as to the financial impact on CIAA. As such, the CIAA recommends \$150 to assist employees with utility expenses for June, July and August, same as announced by CIG, as well as a 2% COLA increase for all employees in September 2022, with a further 2.5% COLA increase for all employees in December 2022. The Board approved this recommendation. A Board Paper will be sent to Cabinet for approval.

Director, Mr. Nathaniel Tibbetts left the meeting

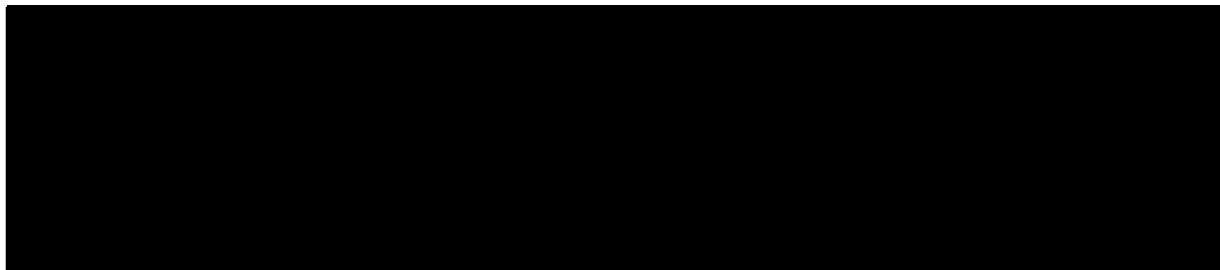
5. UPDATE ON OUTLINE BUSINESS CASE/MASTER PLAN – CEO, MR. ALBERT ANDERSON

The contract for Consultancy Services was signed on 27 May 2022. The 'prime consultant' is Stantec Consulting International Ltd. (Canada). Stantec is teamed with the following sub-consultants – KPMG (local) – Financial Consultant; DKMA (Canadian) – forecasters; Chalmers Gibbs (local) – local liaison; BCQS (local) – cost consultants; Munich International Airport (Germany) – specialist consultants.

Developments to Date – currently in the 'discovery phase' which includes familiarization of the three airports, accumulation of historical data relevant to all three airports and documenting existing conditions on all three islands. Forecasting is ongoing which will include passenger capacities by year and projected aircraft mix. Consultant island visit was completed the week of 20 June. All three islands were toured, consultant team included Munich International Airport, meetings were conducted with all CIAA departments and outside entities.

Consultants return to the islands the week of 11 July for public outreach meetings scheduled for all three islands. Air passenger traffic forecasting is projected to be completed by end of July. These forecasts are the foundation for planning future infrastructure projects and financial viabilities.

6. SECURITY UPDATE – CEO, MR. ALBERT ANDERSON



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7. OPERATIONAL UPDATE – CEO, MR. ALBERT ANDERSON

- New Security Managers in place as of 1 June. Training process has begun.
- Developing new Airport Security Programme (ASP) for CKIA (used to operate under ORIA ASP)
- Once all SOPs for ORIA and CKIA are updated, all officers at ORIA and CKIA will undergo training in the new SOPs and ASP (CKIA)
- CAACI has requested that the CIAA resume payments of regulatory fees in Q4 2022. They have also indicated that the amount will be increased from \$1M per annum to \$1.3M per annum.
- CP2 Building – drawings nearing completion for submission to building control.
- Cargo x-ray machine – ordered. Delivery expected 31 Dec 2022.
- Cargo building refurbishment – design complete. RFQ completed. Contractor selected. Removal of old x-ray equipment will have to be done prior to any works beginning. Target completion 15 August 2022.
- CP2 x-ray machine – shipped. Delivery expected 15 Jul 2022.
- Explosive trace detection machines – order placed. Delivery expected 30 September 2022.
- South fence razor wire – work in progress. Estimated completion 5 July 2022.
- West fence relocation – work in progress. Estimated completion 15 July 2022.
- North fence relocation – materials ordered. Estimated completion 31 October 2022.

8. AOB

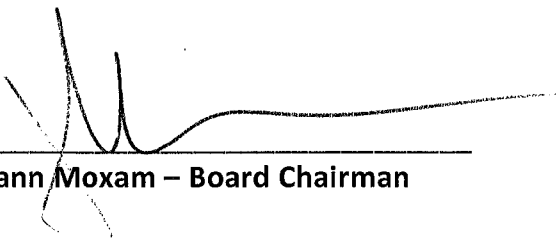

- Deputy Chair raised a concern regarding communication being sent to airline managers from AOM (ORIA). CEO to follow up.

9. NEXT MEETING

There will be no Board Meeting in July. Next Board Meeting is scheduled for 25 August.

10. ADJOURNMENT

There being no further business, the meeting adjourned at 4:30 p.m.


Johann Moxam – Board Chairman
Albert Anderson - Board Secretary