

MAAC Project Team Request – Director’s Approval

Project Manager: Andrea Labey

Project Contact: 613-546-4291 extension 1393

Project Name: City Hall Main Staircase Railings

Project Location: City Hall – 216 Ontario Street

Project Description: Provide a brief project overview including a description of the scope of the work and estimated timing for initial meeting and completion of the project.

An additional railing is required on the interior side of each of the main staircases in City Hall. The final design will be subject to Heritage Kingston approval.

Install is anticipated to be completed by the end of Q1 2022.

Project Manager: original signed by project manager

Date: August 19, 2021

Director’s Approval: original signed by director

Date: August 25, 2021

Upon the approval of the Director, the project manager will email the completed form with signatures to the Committee Clerk for MAAC and the Deputy City Clerk.