



November 11, 2015

Corporate Services Committee
The Corporation of the City of London
300 Dufferin Ave.
London, ON N6A 4L9

RE: Required Expenditure – Elevator Replacement \$85,000

The elevator that services two of our major restaurants is in serious need of replacement as it is continually failing. Both the main kitchens for the restaurants are located below and the elevator is used to bring product up and down from the market. The funds to do this replacement were put into our Capital Budget for 2016, however, we feel we cannot wait until March (or longer) to have this budget item approved. We therefore request approval to go ahead in January 2016.

NOTE: This item has been approved by our Board, but it is a requirement that we seek approval from Municipal Council, as the funds are to come out of our reserves.

Yours truly,

A handwritten signature in blue ink, appearing to read "Robert T. Usher".

Robert T. (Bob) Usher
General Manager
Covent Garden Market