

January 28, 2025
Our File No.: 26299-004

VIA: E-MAIL

Paul Siegner
Selectra Contracting
750 Douro Street
Stratford, Ontario, N5A 0E3

Dear Mr. Siegner:

**Re: Certificate Of Substantial Performance
Arcadia Stage 4 – Level Monitoring System – Process Control Narrative
450 Huntmar Drive, Ottawa, Ontario, K2S 1B9**

Please find enclosed a copy of the certificate of substantial performance (Form 9) for the above noted project. Please arrange for publication in a construction trade newspaper as per Ontario Reg. 304/18 within seven days of receipt of this letter and send proof of publication once it is received.

Along with proof of publication, submit an application for payment of the lien holdback amount, an up to date WSIB certificate, an up to date Statutory Declaration, and updated proof of insurance for the warranty period along with any other documentation noted in the Contract Documents.

Best Regards,

J.L. RICHARDS & ASSOCIATES LIMITED



Simon Buckley, P.Eng.
Electrical Engineer

Cc: Ms. Marti Sproule, Selectra
Mr. Bradley Landry, Minto
Mr. Jean-Michel Le Blanc, Minto

(Via Email)
(Via Email)
(Via Email)

FORM 9
CERTIFICATE OF SUBSTANTIAL PERFORMANCE OF THE
CONTRACT UNDER SECTION 32 OF THE ACT

Construction Act

City of Ottawa

(County/District/Regional Municipality/Town/City in which premises are situated)

450 Huntmar Drive, Ottawa, ON K2S 1B9

(street address and city, town, etc., or, if there is no street address, the location of the premises)

This is to certify that the contract for the following improvement:

Arcadia Stage 4 - Level Monitoring System - Process Control Narrative

(short description of the improvement)

to the above premises was substantially performed on January 9, 2025

(date substantially performed)

Date certificate signed: January 28, 2025



(payment certifier where there is one)

(owner and contractor, where there is no payment certifier)

Name of owner: Minto Communities Inc.

Address for service: 200-180 Kent Street, Ottawa, ON K1P 0B6

Name of contractor: Selectra Inc.

Address for service: 750 Douro Street, ON N5A 0E3

Name of payment certifier (where applicable): J. L. Richards

Address: 1000-343 Preston Street, Ottawa, ON K1S 1N4

(Use A or B, whichever is appropriate)

☐ A. Identification of premises for preservation of liens:

(if a lien attaches to the premises, a legal description of the premises,
including all property identifier numbers and addresses for the premises)

☒ B. Office to which claim for lien must be given to preserve lien:

Minto Communities Inc. - Canada, 200-180 Kent Street, Ottawa, ON K1P 0B6

(if the lien does not attach to the premises, the name and address of the person or body to whom the claim for lien must be given)