



CONSULTING ENGINEERS •

**Building Science ■
and Materials
Engineers**

File: 23-0152RO

**Durham Region Non-Profit Housing Corporation
28A Albert Street
Oshawa, Ontario
L1H 8S5**

November 20, 2023

Attn: Ms. Karen Eccles, B. Eng., Director, Development & Capital Assets

**Substantial Completion – Final Documents
Roof Replacement – Blocks 7, 10, 16, 19 & Applicable Detached Garages
3438 Garrard Road
Whitby, Ontario**

We are writing to confirm that the date of substantial completion for the above project is **Thursday, November 16, 2023**.

Via copy of this letter, we ask that RCJ Roofing & Sheet Metal Inc. submit the following documents if they haven't already done so:

- Proof of Publication of Substantial Completion (Daily Commercial News),
- All Final and Holdback Invoices,
- Updated WSIB certificate,
- Statutory Declaration Forms,
- Seven (7) year RCJ Roofing Warranty as noted in Change Order 1,
- Applicable letters of warranties – as outlined in the Contract Document,
- Any and all other documents as noted in the Contract Documents.

Also find attached a copy of Form 9. This is to be used by RCJ Roofing to publish in the Daily Commercial News of which a copy is to be sent to Davroc by RCJ for verification upon publication.

We trust the above is satisfactory. Should you have any questions, please do not hesitate to contact our office.

**Sincerely,
Davroc & Associates Ltd.**

**Jason Poms, Arch., Diploma. T.
Building Science Specialist**

**Steven P. Bourdeau, C.S.P., C.C.C.A.,
R.R.O. Director, Building Science**

**Rocco Liscio, M.Eng., P.Eng.
Vice-President**

**2051 WILLIAMS PARKWAY
UNIT 20 AND UNIT 21**



**BRAMPTON, ONTARIO
CANADA, L6S 5T4**



**TEL: (905) 792-7792
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www.davroc.com

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

Construction Act

Whitby

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

3438 Garrard Road

(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:

Roof Replacement – Blocks 7, 10, 16, 19 & Applicable Detached Garages

(short description of the improvement)

to the above premises was substantially performed on November 16, 2023

(date substantially performed)

Date certificate signed: November 20, 2023



(payment certifier where there is one)

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

Name of owner: Durham Region Non-Profit
Housing Corporation

Address for service: 28A Albert Street, Oshawa, Ontario, L1H 8S5

Name of contractor: RCJ Roofing & Sheet Metal Inc.

Address for service: 32 Goodmark Place, Unit 18, Etobicoke, Ontario, M9W 6J4

Name of payment certifier (where applicable): Davroc & Associates Ltd.

Address: 2051 Williams Parkway, Unit 21, Brampton, Ontario, L6S 5T4

(Use A or B, whichever is appropriate)

☒ A. Identification of premises for preservation of liens:

Marigold Court – 3438 Garrard Road, Whitby, Ontario

(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:

(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)