

**File: 23-0272RO**

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

**December 12, 2023**

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

**Substantial Completion – Final Documents  
Roof Replacement – Blocks 1, 2 & 9  
Conant Place – 1050 Simcoe Street South  
Oshawa, Ontario**

We are writing to confirm that the date of substantial completion for the above project is **Friday, December 8, 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,
- 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**



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

*Construction Act*

Oshawa

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

1050 Simcoe Street South

(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 1, 2 & 9

(short description of the improvement)

to the above premises was substantially performed on December 8, 2023  
(date substantially performed)

Date certificate signed: December 12, 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:

Conant Place – 1050 Simcoe Street South, Oshawa, 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)