

February 10, 2026

Mr. Martin Hannan
Caird-Hall Construction Ltd.
850 Legion Road, Unit 15/16
Burlington, Ontario L7S 1T5
Email: caird-hall@bell.net

Dear Mr. Hannan:

RE: MARGARET AVENUE SENIOR PUBLIC SCHOOL FRONT DOOR REPLACEMENT
325 Louisa Street, Kitchener, Ontario
LETTER OF SUBSTANTIAL PERFORMANCE
- GENERAL CONTRACTOR: CAIRD-HALL CONSTRUCTION INC.

This is to advise you that the building contract for the above-mentioned project has been accepted as substantially performed as of February 10, 2026 (per enclosed Certificate of Substantial Performance).

In accordance with the project specifications, the balance of the holdback will be released after the expiration of the 60-day lien period. Pursuant to the requirements of the Construction Act it is necessary that the Contractor shall publish the certificate in a construction trade newspaper. The date of publication commences the lien period.

The acceptance of this work does not relieve the General Contractor and his subcontractors of their responsibility to carry out any and all deficiencies in materials and workmanship that might come to light during the warranty/guarantee period which will run for one year from the date of Substantial Performance: from February 10, 2026 to February 10, 2028.

Mr. Martin Hannan
Caird-Hall Construction Ltd.

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The holdback will not be released until the following required documents have been received:

- i. Workplace Safety and Insurance Board Certificate of Clearance from the General Contractor;
- ii. Statutory Declaration that no liens are on the building from the General Contractor;
- iii. Copy of advertisement of Substantial Performance Certificate, as published in a construction trade newspaper, to the Architect and the Owner.

If there are any further questions, please do not hesitate to contact our office.

Sincerely,

+VG ARCHITECTS



Paul Sapounzi

cc: Oliver Wandelt – Waterloo Region District School Board (oliver_wandelt@wrdsb.ca)
Beth Hannan – Caird-Hall Construction Ltd. (bethhannan@bell.net)
A. Montisano, S. Elliott - +VG Architects
(amontisano@plusvg.com; selliott@plusvg.com)

Attachment

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K:\TVG-Brantford\Margaret Ave PS Front Door Replacement-22451\Contract Admin\SubstCompl\2026.02.10 Ltr of Sub Perf.docx

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

Construction Act

City of Kitchener

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

325 Louisa Street, Kitchener, Ontario N2H 5K9

(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:

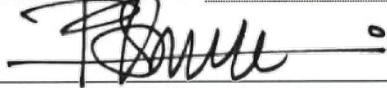
Margaret Avenue Senior Public School Front Door Replacement

(short description of the improvement)

to the above premises was substantially performed on **February 10, 2026**

(date substantially performed)

Date certificate signed: **February 10, 2026**



(payment certifier where there is one)

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

Name of owner: **Waterloo Region District School Board**

Address for service: **51 Ardelt Avenue, Kitchener, Ontario N2C 2R5**
Caird-Hall Construction Ltd.

Name of contractor: _____

Address for service: **850 Legion Road, Unit 15/16, Burlington, Ontario L7S 1T5**

Name of payment certifier (where applicable): **The Ventin Group Ltd.**

Address: **51 Dalhousie Street, Brantford, Ontario N3T 2H8**

(Use A or B, whichever is appropriate)

A. Identification of premises for preservation of liens:

325 Louisa Street, Kitchener, Ontario N2H 5K9

(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)

APPLICATION FOR SUBSTANTIAL PERFORMANCE

Date: 10-Feb-2026

Project Name: Margaret Avenue Senior Public School - Door Replacement

+VG Project No.: 25-7678-RFT

Contractor: Caird-Hall Construction Inc.

CONTRACT		
1	Present Contract Amount (includes all Change Orders)	\$ 131,033.99
2	Less Total Work Performed to Date: (as per 31-Jan-2026) (date)	\$ 131,033.99
3 (1-2)	Balance Left to Complete (DO NOT include Holdback)	\$ 0.00
4	Less Unused Allowances: (provide back-up)	\$ 0.00
5 (3-4)	Remaining Value to be Completed	\$ 0.00

CONSTRUCTION ACT		
6	3% of first \$1,000,000	\$ 3,931.02
7	Plus 2% of next \$1,000,000	\$ N/A
8	Plus 1% of remaining Contract (Present Contract minus \$2,000,000 =)	\$ N/A
9 (6+7+8)	Substantial Performance Threshold	\$ 3,931.02

Therefore, Construction Act criteria have been met for Substantial Performance because the "Remaining Value to be Completed" is less than the "Substantial Performance Threshold".

K:\TVG Standards\BRANTFORD TEMPLATES\WORD Forms\Application for Substantial Performance Form (Construction Act).doc

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