



2026-06-15

1881445 Ontario Inc o/a Mascon Restorations Inc
233 Russ Bradley Rd, Unit #2
Ottawa, ON K0A 1L0

Attention: Ryan Waddell, Estimator

Dear Ryan:

**Subject: Carleton Condominium Corporation No. 383 – 2759 Carousel Crescent, Ottawa
Garbage Room Repairs
Completion Review Letter and Certificate of Substantial Performance**

Per our ongoing discussions, we provide the project closeout items noted below:

COMPLETION SITE REVIEW

On May 21, 2026, we conducted a joint site review attended by:

Name	Company
Madison Sommers	Apollo CI Condo Management
Ryan Waddell	Mascon Restorations Inc.
Neil Kenkel	Mascon Restorations Inc.
Damian Chalan	WSP

The purpose of this meeting was to review the completed scope of work, to reach agreement on incomplete work, and to establish the date of substantial performance.

During the meeting we documented the following items which shall be addressed:

- **Wall Vent:** Fully reinstate wall grille located on the south wall, removed during the work (refer to Photo 1).
Post Visit Note: We understand that the wall grille was reinstated same day.
- **Compactor Electrical Coordination:** Coordinate with electrical subcontractor for the reconnection of the new compactor.
Post Visit Note: This scope was subsequently removed at the request of the Board. Electrical coordination will be performed by the Corporation.

We ask that you make the necessary arrangements to review and address the above noted items. Please keep our office, as well as the on-site building manager, informed about your ongoing activities on site.

Suite 300
2611 Queensview Drive
Ottawa, ON, Canada K2B 8K2

T: +1 613 829-2800
F: +1 613 829-8299
wsp.com



SUBSTANTIAL PERFORMANCE

In accordance with the Contract dated October 28, 2025 between the Contractor and the Owner, and on the basis of a joint inspection with the Contractor on May 21, 2025, the Consultant on behalf of the Owner, hereby certifies that:

- 1** The work or a substantial part thereof is ready for use and may be used for the purpose intended; and
- 2** The Contract is deemed complete.

CLOSEOUT PROCEDURES

Provided no liens have been registered against the property, statutory holdback for the project will become due 60 days after completion of the project. Receipt of the following information will also be required:

- Invoice for Release of Holdback with:
 - WSIB Clearance Certificate; and
 - Statutory Declaration.
- Statement of Warranty Form
 - Concrete Repair: 2 years
 - Polymer Modified Mortar: 2 years
 - Heavy-Duty Waterproofing System Warranty: 10 years
 - Concrete Painting Warranty against blistering, loss of adhesion, discolouration and excessive fading: 2 years
- A better understanding of the parties involved is required to assist in potential future disputes or warranty claims. Please provide the name, address, telephone number, and contact person of:
 - General Contractor
 - Sub-Contractors
 - Material Manufacturers
 - Material Suppliers

Upon receipt of the required information, we shall issue a Certificate for Payment for Release of Holdback.

The issuance of this Certificate does not release the Contractor or any Subcontractor from the duty of completing the Work pursuant to the terms of the Contract. The date of substantial performance defines the start of the warranty period. The warranty period for this work is 10 years for waterproofing coatings and 2 years for all other items.

We ask that you make the necessary arrangements to review and address the outstanding items noted above. Please keep our office, as well as the on-site building manager, informed about your ongoing activities on site.

Should you have any questions, please do not hesitate to contact us.

Sincerely,



Damian Chalan, BASc
Consultant, Building Sciences



Rachel Mortson, P.Eng., BSS
Project Manager, Building Sciences



Kent Mamen, P.Eng.
Project Director, Building Sciences

Encl. Form 9 – Certificate of Substantial Performance
Appendix A - Photos

Dist: Ryan Waddell RWaddell@masconrestorations.com
Neil Kenkel nkenkel@masconrestorations.com
Eric Jean ejean@masconrestorations.com
Madison Sommers msommers@acim.com
Yawar Khan ykhan@acim.com
Kent Mamen Kent.Mamen@wsp.com

WSP Ref.: CA0041794.4171



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

Construction Act

Ottawa

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

2759 Carousel Crescent

(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:

Garbage Room Repairs

(short description of the improvement)

to the above premises was substantially performed on

May 21, 2026

(date substantially performed)

Date certificate signed: June 15, 2026

WSP Canada Inc.

(Payment Certifier where there is one)

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

Name of owner: Carleton Condominium Corporation No.383 c/o Apollo CI Condo Management

Address for service: 2759 Carousel Crescent, Ottawa, ON K1T 2N5

Name of contractor: 1881445 Ontario Inc o/a Mascon Restorations Inc

Address for service: 233 Russ Bradley Rd, Unit #2, Ottawa, ON K0A 1L0

Name of payment certifier: WSP Canada Inc.

Address: 300-2611 Queensview Drive, Ottawa, ON K2B 8K2

(Use A or B, whichever is appropriate)

A. Identification of premises for preservation of liens:

2759 Carousel Crescent, Ottawa, ON K1T 2N5

CARLETON CONDOMINIUM PLAN NO. 383 ; PT BLK A, PL M235, PTS 1 TO 18 INCLUSIVE & PT 26 4R4990

(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, a concise description of the premises, including addresses,
and the name and address of the person or body to whom the claim for lien must be given)

APPENDIX A - PHOTOGRAPHS

Photo	Description
	Photo 1: Opening at South Wall.
	Photo 2: Overview of the Waterproofing Membrane installation.

Photo	Description
 A photograph showing a yellow bollard on the left, a large white cylindrical duct in the center, and a red fire pipe on the right. The floor is a smooth, grey material. The base of the duct and bollard shows some detailing work.	Photo 3: General view of the detailing work at duct and replaced bollard.
 A photograph showing a corner of a room with a grey floor and white walls. A white pipe and some electrical conduits run down the wall. A drain is visible in the floor near the wall. The area around the drain shows detailing work.	Photo 4: General view of the detailing work around drain.