



Financial Statement - Auditor's Report Form 4

Municipal Elections Act, 1996 (Section 78)

Instructions:

All candidates must complete Boxes A and B. Candidates who receive contributions or incur expenses beyond the nomination fee must complete Boxes C, D, Schedule 1, and Schedule 2 as appropriate. Candidates who receive contributions or incur expenses in excess of \$10,000 must also attach an Auditor's Report.

All surplus funds (after any refund to the candidate or his or her spouse) shall be paid immediately over to the clerk who was responsible for the conduct of the election.

For the campaign period from (day candidate filed nomination) 2 0 1 4 | 0 9 | 0 4 to 2 0 1 4 | 1 2 | 3 1

- Primary filing reflecting finances to December 31 (or 45th day after voting day in a by-election)
Supplementary filing including finances after December 31 (or 45th day after voting day in a by-election)

Box A: Name of Candidate and Office

Candidate's name as shown on the ballot
Last Name: Harding, Given Name(s): Michael
Name of office for which the candidate sought election: Mayor
Ward name or no. (if any)
Name of Municipality: City of Woodstock
Spending limit issued by clerk: \$ 30,665.90

I did not accept any contributions or incur any expenses other than the nomination fee. (Complete Box A and B only)

Box B: Declaration

I, Michael Harding, a candidate in the municipality of Woodstock, hereby declare that to the best of my knowledge and belief that these financial statements and attached supporting schedules are true and correct.

Declared before (clerk or commissioner) in the City of Woodstock on (yyyy/mm/dd) 2015/03/26
Signature of Clerk or Commissioner
Date Filed in the Clerk's Office (yyyy/mm/dd) 2015/03/26

Signature of Candidate

**Box C: Statement of Campaign Income and Expenses**

**LOAN**

Name of bank or recognized lending institution \_\_\_\_\_

Amount borrowed \$ \_\_\_\_\_

**INCOME**

Total amount of all contributions (From line 1A in Schedule 1)	+ \$	12,916.92
Refund of nomination filing fee	+ \$	200.00
Sign deposit refund	+ \$	
Revenue from fund-raising events not deemed a contribution (From Part III of Schedule 2)	+ \$	
Interest earned by campaign bank account	+ \$	
Other (provide full details)		
1. _____	+ \$	
2. _____	+ \$	
3. _____	+ \$	
<b>Total Campaign Income (Do not include loan)</b>	<b>= \$</b>	<b>13,116.92 c1</b>

**EXPENSES** (Note: include the value of contributions of goods and services)

**Expenses subject to spending limit**

Nomination filing fee	+ \$	200.00
Inventory from previous campaign used in this campaign (list details in Table 5 of Schedule 1)	+ \$	
Advertising	+ \$	6,089.96
Brochures/flyers	+ \$	8,466.69
Signs (including sign deposit)	+ \$	429.41
Meetings hosted	+ \$	
Office expenses incurred until voting day	+ \$	
Phone and/or Internet expenses incurred until voting day	+ \$	
Salaries, benefits, honoraria, professional fees incurred until voting day	+ \$	
Bank charges incurred until voting day	+ \$	20.04
Interest charged on loan until voting day	+ \$	
Other (provide full details)		
1. Survey of residents	+ \$	8,475.00
2. _____	+ \$	
3. _____	+ \$	
<b>Total Expenses subject to spending limit</b>	<b>= \$</b>	<b>23,681.10 c2</b>

**Expenses not subject to spending limit**

Accounting and audit	+ \$	
Cost of fund-raising events/activities (list details in Part IV of Schedule 2)	+ \$	
Voting day party/appreciation notices	+ \$	
Office expenses incurred after voting day	+ \$	
Phone and/or Internet expenses incurred after voting day	+ \$	
Salaries, benefits, honoraria, professional fees incurred after voting day	+ \$	
Bank charges incurred after voting day	+ \$	3.90
Interest charged on loan after voting day	+ \$	
Expenses related to recount	+ \$	
Expenses related to controverted election	+ \$	
Expenses related to compliance audit	+ \$	
Expenses related to candidate's disability (provide full details)		
1. _____	+ \$	
2. _____	+ \$	
3. _____	+ \$	
Other (provide full details)		
1. _____	+ \$	
2. _____	+ \$	
3. _____	+ \$	
<b>Total Expenses not subject to spending limit</b>	<b>= \$</b>	<b>3.90 c3</b>

**Total Campaign Expenses (C2 + C3)** = \$ **23,685.00 c4**

**Box D: Calculation of Surplus or Deficit**

Excess (deficiency) of income over expenses (Income – Total Expenses) (C1 – C4)	+ \$	<u>-10,568.08</u>	D1
Eligible deficit carried forward by the candidate from the last election	- \$	<u>                    </u>	D2
<b>Total (D1 – D2)</b>	= \$	<u><b>-10,568.08</b></u>	
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	- \$	<u>                    </u>	
Surplus (or deficit) for the campaign	= \$	<u><b>-10,568.08</b></u>	D3

If line D3 shows a surplus, the amount must be paid in trust, at the time the financial statements are filed, to the municipal clerk who was responsible for the conduct of the election.

Amount of \$ \_\_\_\_\_ paid to municipal clerk in the municipality of \_\_\_\_\_

**Schedule 1 - Contributions**

**Part I - Summary of Contributions**

Contribution from candidate (include the value of inventory listed in Table 5)	+ \$	
Contribution from spouse	+ \$	
Total value of contributions not exceeding \$100 per contributor		
• Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor is \$100 or less (do not include contributions from candidate or spouse).	+ \$	100.00
Total value of contributions exceeding \$100 per contributor (from line 1B; list details in Tables 1 - 4)		
• Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor exceeds \$100 (do not include contributions from candidate or spouse).	+ \$	2,600.00
<b>Less:</b> Contributions returned or payable to the contributor	-	\$
Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$10	-	\$
<b>Total Amount of Contributions (Record in Box C)</b>	<b>= \$</b>	<b>2,700.00</b> 1A

**Part II - List of Contributions from Each Single Contributor Totalling more than \$100**

**Table 1: Monetary contributions from individuals other than candidate or spouse**

Name	Full Address	Amount \$
James Stewart	266 Fairway Rd, Woodstock, ON N4T 0A4	750.00
Gary Brown	PO Box 1617, Woodstock, ON N4S 0A8	750.00
Len Reeves	95 Young Street, Woodstock ON N4S 3G6	600.00
Liz Dawson	Lower - 29 Broadway St., Woodstock ON N4S 2Z8	500.00





Name	Full Address	Description of Goods or Services	Value \$
<input type="checkbox"/> Additional information is listed on separate supplementary attachment			<b>Total</b>







Description	Date Acquired (yyyy/mm/dd)	Supplier	Current Market Value \$	Quantity	Total Value \$
<input type="checkbox"/> Additional information is listed on separate supplementary attachment					<b>Total</b>

**Schedule 2 – Fundraising Events and Activities**

**Fundraising Event/Activity**

Complete a separate schedule for each event or activity held

Additional schedule(s) attached

Description of fundraising event/activity \_\_\_\_\_

Date of event/activity (yyyy/mm/dd) \_\_\_\_\_

**Part I – Ticket Revenue**

Admission charge (per person)

(If there are a range of ticket prices, attach complete breakdown of all ticket sales)

+ \$ \_\_\_\_\_ **2A**

Number of tickets sold

X \_\_\_\_\_ **2B**

**Total Ticket Revenue (2A X 2B) (Include in Schedule 1)**

= \$ \_\_\_\_\_

**Part II – Other revenue deemed a contribution**

(provide details (e.g. revenue from goods sold in excess of fair market value))

1. _____	+ \$ _____	
2. _____	+ \$ _____	
3. _____	+ \$ _____	
4. _____	+ \$ _____	
5. _____	+ \$ _____	

**Total Part II Revenue (Include in Schedule 1)**

= \$ \_\_\_\_\_

**Part III – Other revenue not deemed a contribution**

(provide details (e.g. contributions of \$10 or less; market value of goods or services sold))

1. _____	+ \$ _____	
2. _____	+ \$ _____	
3. _____	+ \$ _____	
4. _____	+ \$ _____	
5. _____	+ \$ _____	

**Total Part III Revenue (include in Box C)**

= \$ \_\_\_\_\_

**Part IV – Expenses related to fundraising event or activity (provide details)**

1. _____	+ \$ _____	
2. _____	+ \$ _____	
3. _____	+ \$ _____	
4. _____	+ \$ _____	
5. _____	+ \$ _____	
6. _____	+ \$ _____	
7. _____	+ \$ _____	
8. _____	+ \$ _____	

**Total Part IV Expenses (include in Box C)**

= \$ \_\_\_\_\_

**Auditor's Report**  
*Municipal Elections Act, 1996 (Section 78)*

A candidate who has received contributions or incurred expenses in excess of \$10,000 must attach an auditor's report.

Professional Designation of Auditor

Chartered Accountant

Municipality

Town of Oakville

Date (yyyy/mm/dd)

2014/03/25

**Contact Information**

Last Name

Havill

First Name

Charles

Licence Number

1-12080

Address

Suite/Unit No.

4

Street No.

245

Street Name

Wycroft Road

City/Town

Oakville

Province

ON

Postal Code

L6K 3Y6

Telephone No. (including area code)

905 844-4663

ext.222

Fax No.

905 844-2791

Email Address

chavill@havill-cas.com

The report must be done in accordance with generally accepted auditing standards and must:

- set out the scope of the examination
- provide an opinion as to the completeness and accuracy of the financial statement and whether it is free of material misstatement

Report is attached

Personal information, if any, collected on this form is obtained under the authority of sections 78 and 95 of the *Municipal Elections Act, 1996*. Under section 88 of the *Municipal Elections Act, 1996* (and despite anything in the *Municipal Freedom of Information and Protection of Privacy Act*) documents and materials filed with or prepared by the clerk or any other election official under the *Municipal Elections Act, 1996* are public records and, until their destruction, may be inspected by any person at the clerk's office at a time when the office is open. Campaign financial statements shall also be made available by the clerk in an electronic format free of charge upon request.



CHARTERED ACCOUNTANT

## AUDITOR'S REPORT

To: Amy Humphries, City Clerk

I have audited the Statement of Campaign Period Income and Expenses, and the Calculation of Surplus or Deficit and disposition of surplus of Michael Harding, candidate, for the campaign period from September 4, 2014 to December 31, 2014 relating to the election held on October 27, 2014. These financial statements are the responsibility of Michael Harding, candidate. My responsibility is to express an opinion on these financial statements based on my audit.

Except as explained in the following paragraph, I conducted my audit in accordance with generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by Michael Harding, candidate, as well as evaluating the overall financial statement presentation.

Due to the nature of the types of transactions inherent in an election campaign, it is impracticable through auditing procedures to determine that the accounting records include all donations of goods and services, and receipts and disbursements. Accordingly, my verification of these transactions was limited to ensuring that the financial statements reflect the amounts recorded in the accounting records of Michael Harding, candidate. I was not able to determine whether any adjustments might be necessary to income and expenses, assets or liabilities, and surplus/deficit.

In my opinion, except for the effect of adjustments, if any, which I might have determined to be necessary had I been able to satisfy myself as to the completeness of the records as described in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of the candidate's election campaign as at December 31, 2014 and the income and expenses for the campaign period from September 4, 2014 to December 31, 2014 and the determination of surplus or deficit and the disposition of surplus.

I am not required to report, nor was it practicable for me to determine, that contributions reported include only those which may be properly retained.

A handwritten signature in cursive script that reads "Charles Havill".

Oakville, Canada  
March 25, 2015

Chartered Professional Accountant  
Chartered Accountant  
Licensed Public Accountant