

INDEPENDENT AUDITORS' REPORT

To John Paul Newman, Municipal Clerk, Township of Scugog:

Report on the Audit of the Statement of Campaign Income and Expenses and the Calculation of Surplus or Deficit

Opinion

We have audited the Statement of Campaign Income and Expenses and the Calculation of Surplus or Deficit of the Betty Somerville Campaign 2018 for the campaign period May 1, 2018 to December 31, 2018.

In our opinion, the accompanying Statement presents fairly, in all material respects, the income, expenses and surplus (deficit) of the Betty Somerville Campaign 2018 for the period ended December 31, 2018.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities of the Audit of the Statement section of our report. We are independent of the Campaign in accordance with the ethical requirements that are relevant to our audit of the statement in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Candidate's Responsibility for the Financial Statements

Betty Somerville, candidate is responsible for the preparation and fair presentation of the Statement in accordance with *the Municipal Elections Act, 1996*, and for such internal control as the candidate determines is necessary to enable the preparation of the Statement that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibilities for the Audit of the Statement

Our objectives are to obtain reasonable assurance about whether the Statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our

opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the Statement. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the Statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the candidate's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the candidate.

Inclusive Accounting Professional Corporation – Scugog

Authorized to practise public accounting by the Chartered Professional Accountants of Ontario

Port Perry, Ontario

March 29, 2019

**Financial Statement - Auditor's Report
Candidate - Form 4**
Municipal Elections Act, 1996 (Section 88.25)
Instructions

All candidates must complete Boxes A and B. Candidates who receive contributions or incur expenses 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 their spouse) shall be paid immediately over to the clerk who is responsible for the conduct of the election.

For the campaign period from (day candidate filed nomination)

YYYY	MM	DD
2 0 1 8	0 6	2 6

 to

YYYY	MM	DD
2 0 1 8	1 2	3 1

 Initial filing reflecting finances to December 31 (or 45 days after voting day in a by-election)

 Supplementary filing including finances after December 31 (or 45 days after voting day in a by-election)

Box A: Name of Candidate and Office

Candidate's name as shown on the ballot

 Last Name or Single Name
Somerville

 Given Name(s)
Betty Louise

 Office for which the candidate sought election
MAYOR

Ward name or no. (if any)

 Municipality
TOWNSHIP OF SCUGOG

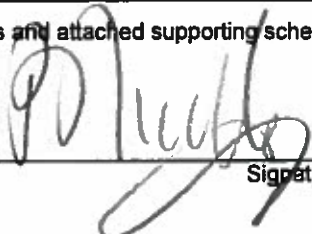
 Spending Limit - General
\$ 22,532.25

 Spending Limit - Parties and Other Expressions of Appreciation
\$ 2,253.22

 I did not accept any contributions or incur any expenses. (Complete Boxes A and B only)

Box B: Declaration

I, Betty Somerville, declare that to the best of my knowledge and belief that these financial statements and attached supporting schedules are true and correct.



Signature of Candidate

2019/03/29

Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd)	Time Filed	Initial of Candidate or Agent (if filed in person)	Signature of Clerk or Designate
2019/03/29	1:59 pm		

Expenses not subject to spending limits

Accounting and audit	+ \$	2,260.00	
Cost of fundraising events/activities (list details in Part IV of Schedule 2)	+ \$	814.79	
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	+ \$	63.75	
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. _____	+ \$		
4. _____	+ \$		
5. _____	+ \$		
Other (provide full details)			
1. _____	+ \$		
2. _____	+ \$		
3. _____	+ \$		
4. _____	+ \$		
5. _____	+ \$		
Total Expenses not subject to spending limits	= \$	3,138.54	C4

Total Campaign Expenses (C2 + C3 + C4) = \$ 19,268.07 C5

Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	+ \$	-941.68	D1
Eligible deficit carried forward by the candidate from the last election (applies to 2018 regular election only)	- \$		D2
Total (D1 – D2)	= \$	-941.68	
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	- \$		
Surplus (or deficit) for the campaign	= \$	-941.68	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 is responsible for the conduct of the election.

Schedule 1 - Contributions

Part I – Summary of Contributions

Contributions in money from candidate and spouse	+ \$ <u>5,500.00</u>
Contributions in goods and services from candidate and spouse (include value listed in Table 3 and Table 4)	+ \$ <u>2,827.04</u>
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).	+ \$ <u>100.19</u>
Total value of contributions exceeding \$100 per contributor (from line 1B on page 5; list details in Table 1 and Table 2)	
• 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).	+ \$ <u>9,029.16</u>
Less: Contributions returned or payable to the contributor	- \$ _____
Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25	- \$ _____
Total Amount of Contributions (record under Income in Box C)	= \$ <u>17,456.39</u> 1A

Part II – Contributions exceeding \$100 per contributor – individuals other than candidate or spouse

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

Name	Full Address	Date Received	Amount Received \$	Amount \$ Returned to Contributor or Paid to Clerk
SEE ATTACHED SCHEDULE				
			Total	

Additional information is listed on separate supplementary attachment

Table 2: Contributions in goods or services from individuals other than candidate or spouse
 (Note: must also be recorded as Expenses in Box C)

Name	Full Address	Description of Goods or Services	Date Received (yyyy/mm/dd)	Value \$
Sharon Dodgson-Smith	184 Roseborough Drive, Port Perry, ON, L9L 2E6	T-shirts, business cards and pens	2018/08/22	1,154.16
<input type="checkbox"/> Additional information is listed on separate supplementary attachment			Total	1,154.16

Total for Part II - Contributions exceeding \$100 per contributor
 (Add totals from Table 1 and Table 2 and record the total in Part 1 - Summary of Contributions) **\$ 1,154.16 1B**

Part III – Contributions from candidate or spouse

Table 3: Contributions in goods or services

Description of Goods or Services	Date Received (yyyy/mm/dd)	Value \$
Description of Goods or Services	Date Received (yyyy/mm/dd)	Value \$
Description of Goods or Services	Date Received (yyyy/mm/dd)	Value \$
Description of Goods or Services	Date Received (yyyy/mm/dd)	Value \$
Fund-raiser food, snacks and drinks per Schedule 2		814.59
Advertising: Facebook boost, Port Perry Star and Toronto Star		782.80
Sign Deposit and lumber		503.98
Meeting hall rentals		105.00
Office expenses/postage		159.63

Description	Date Acquired (yyyy/mm/dd)	Supplier	Quantity	Current Market Value \$

Additional information is listed on separate supplementary attachment

Total

461.04

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 Fund-raising Barn Party and Corn Roast

Date of event/activity (yyyy/mm/dd) 2018/08/17

Part I – Ticket revenue

Admission charge (per person)

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

Number of tickets sold

Total Part I (2A X 2B) (Include in Part 1 of Schedule 1)

\$	_____	2A	
X	_____	2B	
			= \$ _____

Part II – Other revenue deemed a contribution

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

Provide details

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

Total Part II (include in Part 1 of Schedule 1)

= \$ _____

Part III – Other revenue not deemed a contribution

(e.g. contribution of \$25 or less; goods or services sold for \$25 or less)

Provide details

1. <u>Cash donations <\$25</u>	+	\$	<u>770.00</u>	
2. _____	+	\$	_____	
3. _____	+	\$	_____	
4. _____	+	\$	_____	
5. _____	+	\$	_____	

Total Part III (include under Income in Box C)

= \$ 770.00

Part IV – Expenses related to fundraising event or activity

Provide details

1. <u>Food, snacks and soft drinks</u>	+	\$	<u>125.50</u>	
2. <u>Corn</u>	+	\$	<u>50.00</u>	
3. <u>Hamburgers</u>	+	\$	<u>280.00</u>	
4. <u>Drinks</u>	+	\$	<u>359.29</u>	
5. _____	+	\$	_____	
6. _____	+	\$	_____	
7. _____	+	\$	_____	
8. _____	+	\$	_____	

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

= \$ 814.79

Auditor's Report**Municipal Elections Act, 1996 (Section 88.25)**

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

Professional Designation of Auditor

CPA, CA

Municipality

PORT PERRY

Date (yyyy/mm/dd)

2019/03/29

Contact Information

Last Name or Single Name

Moase

Given Name(s)

Roger

Licence Number

1-10643

Address

Suite/Unit No.

Street No.

Street Name

250

QUEEN

Municipality

PORT PERRY

Province

ON

Postal Code

L9L 1B9

Telephone No. (including area code)

905 985-8893

Email Address

CSIDAWAY@INCLUSIVEADVISORY.CA

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 88.25 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.

