

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
2018	06	13

 to

YYYY	MM	DD
2018	12	31

☒ 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

Peckford

Given Name(s)

Nancy

Office for which the candidate sought election

Mayor

Ward name or no. (if any)

Municipality

North Grenville

Spending Limit - General

\$ 17,875.95

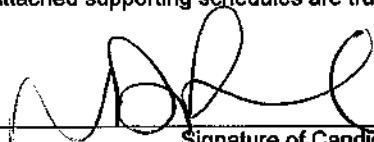
Spending Limit - Parties and Other Expressions of Appreciation

\$ 1787.60

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

Box B: Declaration

I, Nancy Peckford, 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

2019/03/22

Date (yyyy/mm/dd)

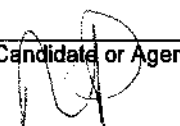
Date Filed (yyyy/mm/dd)

2019/03/29

Time Filed

11:54

Initial of Candidate or Agent (if filed in person)



Signature of Clerk or Designate



LOAN

Amount borrowed	\$
-----------------	----

+ \$ 13,011.37

+ \$

+ \$

+ **\$** _____

+ \$

1. _____ + \$

2. _____ + \$ _____

3. _____ + \$ _____

4. _____ + \$ _____

5. _____ + \$ _____

= \$ 13,011.37 c1

\$

+ \$ 6 001 11

	\$	9,001.11
+	\$	759.75

	755.75
+ \$	3 080.38

	9,000.00
+ \$	611.93

+ \$

+ \$ 64 09

+ \$

+ \$ 78.30

+ \$

1. _____ + \$

2. _____ + \$ _____

3. _____ + \$ _____

4. _____ + \$ _____

5. _____ + \$ _____

= \$ 10,595.56 c2

1. _____ + \$ _____

2. _____ + \$ _____

3. _____ + \$ _____

4. _____ + \$ _____

5. _____ + \$ _____

Total Expenses subject to spending limit for parties and other expressions

= \$ C3

Expenses not subject to spending limits

Accounting and audit	+ \$	1,356.00
Cost of fundraising events/activities (list details in Part IV of Schedule 2)	+ \$	103.39
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	+ \$	11.10
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	= \$	1,470.49 C4

Total Campaign Expenses (C2 + C3 + C4) = \$ **12,066.05 C5**

Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 - C5)	+ \$	945.32 D1
Eligible deficit carried forward by the candidate from the last election (applies to 2018 regular election only)	- \$	D2
Total (D1 - D2)	= \$	945.32
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	- \$	945.32
Surplus (or deficit) for the campaign	= \$	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.

Part I – Summary of Contributions

Contributions in goods and services from candidate and spouse (include value listed in Table 3 and Table 4)	+ \$	2,087.05
--	------	----------

• 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).	\$ 2,791.46
--	-------------

• 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).	\$	7,327.86
---	----	----------

Total Amount of Contributions (record under Income in Box C)	= \$	13,011.37	1A
---	-------------	------------------	-----------

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

9503P (2018/04)

Nancy Peckford Election Campaign

Schedule 1 - Table 1: Contributions exceeding \$100 per contributor

June 15, 2018 - December 31, 2018

First Name	Last Name		
Larry	Peckford	1,200.00	[REDACTED], Ottawa, K1C 6G1
Patrick	Dion	500.00	[REDACTED] Ottawa, ON, K1G 0K2
Joan	Riggs	500.00	[REDACTED] Oxford Station, ON, K0G 1T0
Lynne	Tyler	500.00	[REDACTED], Oxford Station, ON, K0G 1T0
Mike	Martin	200.00	[REDACTED], Ottawa, ON, K1S 5J6
Stan	Stapleton	400.00	[REDACTED], Ottawa, ON, K1S 0Z7
Andrea	Cordonier	250.00	[REDACTED], Burritt's Rapids, ON, K0G 1B0
Angela	Keller-Herzog	250.00	[REDACTED], Ottawa, ON, K1S 2C5
John	Stapleton	250.00	[REDACTED], Toronto, ON, M1V 1X8
Christian	Tacit	250.00	[REDACTED], Kanata, ON, K2L 1W3
Lynn	Carlile	110.00	[REDACTED], Ottawa, ON, K1R 7L3
Liz	Bernstein	200.00	[REDACTED], ON, K1N 5B3
Dan	Brennan	200.00	[REDACTED], Kemptville, ON, K0G 1J0
Dan	Hara	200.00	[REDACTED], Ottawa, ON, K1S 2C5
Susan	King	200.00	[REDACTED], Ottawa, ON, K1N 0C4
Barry	McVey	200.00	[REDACTED], Kemptville, ON, K0G 1J0
Sara	Peckford	200.00	[REDACTED], ON, N1M 3P4
Catherine	Fortin-LeFairvre	150.00	[REDACTED] Ottawa, ON, K1N 0C4
Marika	Morris	150.00	[REDACTED], Ottawa, ON, K2P 0G7
Fred	Sherman	150.00	[REDACTED], Ottawa, ON, K1J 8P1
Total		<u>6,060.00</u>	

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 \$
Mike Martin		Food for an event	2018/10/01	130.30
Mike Martin		Food for an event	2018/10/15	134.17
John Barclay		Video footage	2018/10/16	495.00
Ed Concordia		Food for an event	2018/10/22	280.00
Lynn Carlile		Stamps & envelopes	2018/10/01	103.39
Deron Johnson		Photocopying & FB promotion	2018/09/19	125.00
<input type="checkbox"/> Additional information is listed on separate supplementary attachment			Total	1,267.86

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)

\$ 7,327.86 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 \$
Graphic Design	2018/06/19	395.95
Radio Ad	2018/10/05	533.93
Facebook Ads	2018/10/31	972.18
Stickers	2018/06/29	42.38
Photocopying	2018/10/22	142.61

Description of Goods or Services	Date Received (yyyy/mm/dd)	Value \$
<input type="checkbox"/> Additional information is listed on separate supplementary attachment		Total 2,087.05

Table 4: Inventory of campaign goods and materials from previous municipal campaign used in this campaign
 (Note: value must be recorded as a contribution from the candidate and as an expense)

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

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

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)

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

Total Part III (include under Income in Box C)

= \$ _____

Part IV – Expenses related to fundraising event or activity

Provide details

1. Stamps & envelopes _____ + \$ 103.39
2. _____ + \$ _____
3. _____ + \$ _____
4. _____ + \$ _____
5. _____ + \$ _____
6. _____ + \$ _____
7. _____ + \$ _____
8. _____ + \$ _____

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

= \$ 103.39

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

Chartered Professional Accountant

Municipality

Ottawa

Date (yyyy/mm/dd)

2019/03/22

Contact Information

Last Name or Single Name

Ruane

Given Name(s)

Eoin

Licence Number

3-31216

Address

Suite/Unit No.

101

Street No.

2301

Street Name

Carling Ave.

Municipality

Ottawa

Province

Ontario

Postal Code

K2B 7G3

Telephone No. (including area code)

613 230-1022

Email Address

eruane@frouin.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 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.

INDEPENDENT AUDITOR'S REPORT

To: City Clerk

Re: Nancy Peckford Election Campaign

Qualified Opinion

We have audited the accompanying Form 4 Financial Statement of the Nancy Peckford Election Campaign, which comprise the Statement of Campaign Income and Expenses for the campaign period June 15, 2018 to December 31, 2018. The Form 4 financial statement has been prepared by the Candidate based on the financial reporting provisions outlined in the Municipal Election Guide provided by the Ministry of Municipal Affairs and Housing and the Municipal Elections Act, 1996.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying Form 4 Financial Statement presents fairly, in all material respects, the Statement of Income and Expenses of the Nancy Peckford Election Campaign for the campaign period June 15, 2018 to December 31, 2018, and the results of its operations for the campaign period then ended in accordance with Canadian generally accepted auditing standards.

Basis for Qualified Opinion

Candidates derive revenues from donations, including donations of goods and services, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, in accordance with the guidance outlined in the Municipal Election Guide, our verification of these transactions was limited to ensuring that the Form 4 Financial Statement reflected the amounts recorded in the accounting records of the Candidate in accordance with the accounting procedures established by the Municipal Elections Act, 1996 and we were not able to determine whether any adjustments might be necessary to income and expenses for the period June 15, 2018 to December 31, 2018.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are described in the Auditors' Responsibilities for the Audit of the Form 4 Financial Statement section of our report. We are independent of the entity in accordance with the ethical requirements that are relevant to our audit of the financial statements 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 qualified audit opinion.

Responsibilities of the Candidate and Those Charged with Governance for the Form 4 Financial Statement

The Candidate is responsible for the preparation and fair presentation of the Form 4 Financial Statement as outlined in the Municipal Election Guide provided by the Ministry of Municipal Affairs and Housing and the Municipal Elections Act, 1996, and for such internal control as the Candidate determines is necessary to enable the preparation of the Form 4 Financial Statement that is free from material misstatement, whether due to fraud or error.

In preparing the Form 4 Financial Statement, the Candidate is responsible for assessing the Campaign's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Candidate either intends to liquidate the Campaign or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Campaign's financial reporting process.

Auditors' Responsibilities for the Audit of the Form 4 Financial Statement

Our objectives are to obtain reasonable assurance about whether the Form 4 Financial Statement is free from material misstatement, whether due to fraud or error, and to issue an auditors' 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 Form 4 Financial Statement. As part of an audit in accordance with Canadian generally accepted audit standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the Form 4 Financial 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 controls.
- 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 Campaign's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Candidate.
- Conclude on the appropriateness of the Candidate's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the Form 4 Financial Statement or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the Form 4 Financial Statement, including the disclosures, and whether the Form 4 Financial Statement represent the underlying transactions and events in a matter that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Frouin Group Professional Corporation

Ottawa Ontario

March 22, 2019

Explanation

By-law No. 2018-33 authorizes the payment of rebates to individuals who make contributions to participating candidates for office on the municipal council who comply with the provisions of the by-law. Under subsection 8 (d) of the by-law, "a participating candidate shall submit an additional form, one established for that purpose by the City Clerk, upon which the auditor confirms that he or she has verified all contributions against a bank statement for the campaign account."

Name of Auditor: Eoin Ruane

Professional Designation of Auditor: CPA

Name of Candidate: Nancy Peckford

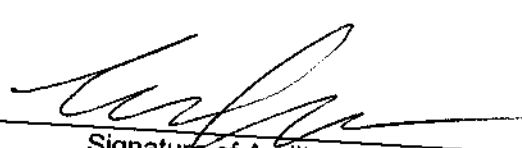
(Please print candidate's full name)

Nominated candidate for the office of:

☒ Mayor

☐ Councillor, Ward _____

I, the undersigned, confirm that I have verified all contributions against the bank statement for the campaign account.


Signature of Auditor

2019/03/22
Date (yyyy/mm/dd)