



**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 immediately paid to the clerk who is responsible for the conduct of the election.

For the campaign period from (day clerk received nomination) 

YYYY	MM	DD
2022	05	13

 to 

YYYY	MM	DD
2022	12	31

- Initial filing reflecting finances from start of campaign to December 31 (or 45 days after voting day in a by-election)  
 Supplementary filing reflecting finances from start of campaign to end of extended campaign period

**Box A: Name of Candidate and Office**

Candidate's name as shown on the ballot

Last Name or Single Name

Wright

Given Name(s)

Harold

Office for Which the Candidate Sought Election

Councillor

Ward Name or Number (if any)

Ward 1V

Municipality

Township of Scugog

Spending Limit

General

\$ 8728.10

Parties and Other Expressions of Appreciation

\$ 872.81

Contribution Limit

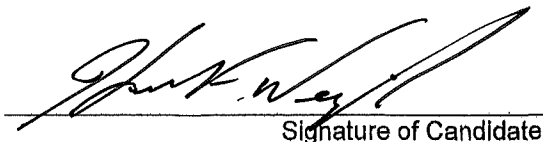
Contributions from Candidate and Spouse

\$ 5828.40

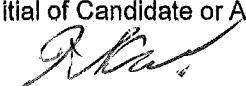

I did not accept any contributions or incur any expenses. (Complete Boxes A and B only)

**Box B: Declaration**

I, Harold Wright, 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

2022/12/12  
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
2022/12/12	5:59 PM		

1. The first part of the document  
describes the current situation  
and the reasons for the  
proposed changes.

2. The second part of the document  
describes the proposed changes  
and the reasons for the  
proposed changes.

3. The third part of the document  
describes the proposed changes  
and the reasons for the  
proposed changes.

4. The fourth part of the document  
describes the proposed changes  
and the reasons for the  
proposed changes.

5. The fifth part of the document  
describes the proposed changes  
and the reasons for the  
proposed changes.

6. The sixth part of the document  
describes the proposed changes  
and the reasons for the  
proposed changes.

7. The seventh part of the document  
describes the proposed changes  
and the reasons for the  
proposed changes.

8. The eighth part of the document  
describes the proposed changes  
and the reasons for the  
proposed changes.

## 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)	+ \$	<u>800.00</u>
Revenue from items \$25 or less	+ \$	<u>          </u>
Sign deposit refund	+ \$	<u>          </u>
Revenue from fundraising events not deemed a contribution (from Part III of Schedule 2)	+ \$	<u>          </u>
Interest earned by campaign bank account	+ \$	<u>          </u>
Other (provide full details)		
1. _____	+ \$	<u>          </u>
2. _____	+ \$	<u>          </u>
3. _____	+ \$	<u>          </u>
4. _____	+ \$	<u>          </u>
5. _____	+ \$	<u>          </u>
6. _____	+ \$	<u>          </u>

Total Campaign Income (Do not include loan)

= \$ 800.00 C1

### EXPENSES (Note: Include the value of contributions of goods and services)

#### 1. Expenses subject to general spending limit

Inventory from previous campaign used in this campaign (list details in Table 2 of Schedule 1)	+ \$	<u>          </u>
Advertising	+ \$	<u>          </u>
Brochures/flyers	+ \$	<u>54.24</u>
Signs (including sign deposit)	+ \$	<u>250.00</u>
Meetings hosted	+ \$	<u>          </u>
Office expenses incurred until voting day	+ \$	<u>          </u>
Phone and/or internet expenses incurred until voting day	+ \$	<u>          </u>
Salaries, benefits, honoraria, professional fees incurred until voting day	+ \$	<u>          </u>
Bank charges incurred until voting day	+ \$	<u>26.13</u>
Interest charged on loan until voting day	+ \$	<u>          </u>
Other (provide full details)		
1. _____	+ \$	<u>          </u>
2. _____	+ \$	<u>          </u>
3. _____	+ \$	<u>          </u>
4. _____	+ \$	<u>          </u>
5. _____	+ \$	<u>          </u>
6. _____	+ \$	<u>          </u>

Total Expenses subject to general spending limit

= \$ 330.37 C2

#### 2. Expenses subject to spending limit for parties and other expressions of appreciation

1. <u>Election Night Celebration</u>	+ \$	<u>300.87</u>
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2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____
<b>Total Expenses subject to spending limit for parties and other expressions of appreciation</b>		<b>= \$</b>	<b><u>300.87</u> C3</b>

**3. Expenses not subject to spending limits**

Accounting and audit	_____	+ \$	_____
Cost of fundraising events/activities (list details in Part IV of Schedule 2)	_____	+ \$	_____
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	_____	+ \$	<u>10.00</u>
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.	_____	+ \$	_____
<b>Total Expenses not subject to spending limits</b>		<b>= \$</b>	<b><u>10.00</u> C4</b>

**Total Campaign Expenses (C2 + C3 + C4) = \$ 641.24 C5**

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

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 - C5)	_____	+ \$	<u>158.76</u>	D1
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	_____	- \$	<u><del>800.00</del></u>	
Surplus (or deficit) for the campaign	_____		<u>1000</u>	D2

If line D2 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>800.00</u>
Contributions in goods and services from candidate and spouse (include value listed in Table 1 and Table 2)	+ \$ _____
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).	+ \$ _____
Total value of contributions exceeding \$100 per contributor (from line 1B; list details in Table 3 and Table 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).	+ \$ _____
<b>Less:</b> Ineligible contributions paid or payable to the contributor Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25	- \$ _____ - \$ _____
<b>Total Amount of Contributions (record under Income in Box C)</b>	<b>= \$ <u>800.00</u> 1A</b>

**Part II – Contributions from candidate or spouse**

**Table 1: Contributions in goods or services**

Description of Goods or Services	Date Received (yyyy/mm/dd)	Value (\$)
<b>Total</b>		

Additional information is listed on separate supplementary attachment, if completed manually.

**Table 2: 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 (\$)
<b>Total</b>				

Additional information is listed on separate supplementary attachment, if completed manually.

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

The first part of the document discusses the importance of maintaining accurate records of all transactions. This includes not only sales and purchases but also any other financial activities that may occur. It is essential to ensure that all entries are properly documented and supported by appropriate evidence.

The second part of the document outlines the various methods used to collect and analyze data. This includes both qualitative and quantitative approaches, as well as the use of statistical tools to interpret the results. The goal is to provide a comprehensive overview of the current state of affairs and to identify any potential areas of concern.

The third part of the document provides a detailed analysis of the data collected. This includes a breakdown of the various components and a comparison of the results against the expected outcomes. The analysis shows that there are several key areas where the actual performance differs from the target, and these differences are discussed in detail.

The final part of the document offers recommendations for how to address these issues and improve overall performance. This includes suggestions for both short-term and long-term strategies, as well as specific actions that should be taken to ensure that the organization is on track to meet its goals.

The following table provides a summary of the key findings from the analysis. It shows the percentage of transactions that were completed successfully, as well as the average time taken to process each transaction. The data indicates that there is a need to improve the efficiency of the current processes, particularly in the areas of data collection and analysis.

Category	Actual Value	Target Value	Variance
Total Transactions	1250	1300	-50
Successful Transactions	1180	1250	-70
Failed Transactions	70	50	+20
Average Processing Time (min)	15	12	+3
Standard Deviation (min)	3	2	+1

The data presented in the table above clearly shows that there is a significant gap between the actual performance and the target performance. This is particularly evident in the area of successful transactions, where the actual number is 70 units below the target. The average processing time is also 3 minutes slower than the target, which could be a major factor in the lower success rate.



**Table 3: Monetary contributions from individuals other than candidate or spouse**

Name	Full Address	Date Received (yyyy/mm/dd)	Amount Received (\$)	Amount Returned to Contributor or Paid to Clerk (\$)
<b>Total</b>				

Additional information is listed on separate supplementary attachment, if completed manually.

**Table 4: 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 (\$)
<b>Total</b>				

Additional information is listed on separate supplementary attachment, if completed manually.

**Total for Part III – Contributions exceeding \$100 per contributor**  
 (Add totals from Table 3 and Table 4 and record the total in Part 1 – Summary of Contributions)      \$ \_\_\_\_\_ **1B**



**Schedule 2 – Fundraising Events and Activities**

Complete a separate schedule for each event or activity held.

Additional schedule(s) attached, if completed manually.

**Fundraising Event/Activity 1**

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

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

**Part I – Ticket revenue**

Admission charge (per person) \$ \_\_\_\_\_ **2A**

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

Number of tickets sold x \_\_\_\_\_ **2B**

**Total Part I (2A X 2B) (include in Part I of 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 (include in Part I of Schedule 1)** = \$ \_\_\_\_\_

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

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

- 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. \_\_\_\_\_ + \$ \_\_\_\_\_
- 2. \_\_\_\_\_ + \$ \_\_\_\_\_
- 3. \_\_\_\_\_ + \$ \_\_\_\_\_
- 4. \_\_\_\_\_ + \$ \_\_\_\_\_
- 5. \_\_\_\_\_ + \$ \_\_\_\_\_

**Total Part IV Expenses (include under Expenses in Box C)** = \$ \_\_\_\_\_

1. The first part of the document discusses the importance of maintaining accurate records.

2. It is essential to ensure that all data is entered correctly and consistently.

3. This includes double-checking entries and using standardized formats.

4. Regular audits and reviews can help identify and correct errors.

5. Maintaining good records is crucial for compliance and reporting.

6. It also helps in identifying trends and making informed decisions.

7. The second part of the document covers the various methods used for data collection.

8. These methods include surveys, interviews, and direct observations.

9. Each method has its own strengths and limitations, and should be chosen based on the research objectives.

10. Surveys are useful for gathering large amounts of data from a diverse group of people.

11. Interviews provide more detailed information and allow for follow-up questions.

12. Direct observations are useful for studying behavior in natural settings.

13. The choice of method depends on the nature of the research and the resources available.

14. It is important to use a mix of methods to get a comprehensive understanding of the phenomenon.

15. The third part of the document discusses the ethical considerations of research.

16. Researchers must always act in the best interests of their participants.

17. This involves obtaining informed consent and ensuring that participants understand the risks and benefits.

18. Confidentiality and anonymity should be maintained throughout the study.

19. Researchers should also be transparent about their funding and any potential conflicts of interest.

20. Ethical guidelines and codes of conduct provide a framework for responsible research.

21. It is essential to review research proposals with an ethics committee before starting.

22. Ongoing communication and monitoring are necessary to ensure that the study remains ethical.

23. The final part of the document discusses the importance of data analysis and interpretation.

24. Researchers should use appropriate statistical methods to analyze their data.

25. It is important to consider the limitations of the data and the potential for bias.

26. Clear and concise reporting of results is essential for the scientific community.

27. Peer review helps to ensure the quality and validity of research.

28. Collaboration and sharing of data can lead to new insights and discoveries.

29. The scientific process is iterative and often leads to new questions and hypotheses.

30. It is important to remain open-minded and receptive to new evidence.

31. The document concludes by emphasizing the value of research in advancing our understanding of the world.

32. Research is a fundamental part of human progress and should be supported and encouraged.

33. We hope that this document has provided you with a comprehensive overview of the research process.

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

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

Professional Designation of Auditor

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Municipality	Date (yyyy/mm/dd)
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**Contact Information**

Last Name or Single Name	Given Name(s)	Licence Number
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Address

Suite/Unit Number	Street Number	Street Name
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Municipality	Province	Postal Code
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Telephone Number	Email Address
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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

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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.

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