



# AGENDA - MUSKOKA COMPLIANCE AUDIT COMMITTEE MEETING Friday, July 19, 2019

A Muskoka Compliance Audit Committee meeting will be held on Friday, July 19, 2019, at 9:00 a.m., in the Council Chambers, Municipal Offices, Port Carling, Ontario.

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|--|---------|
| 1. CALL TO ORDER   |         |
| 2. DISCLOSURE OF PECUNIARY INTEREST  |         |
| 3. CONSIDERATION OF CLERK'S REPORTS  |         |
| 4. CONSIDERATION OF APPLICATIONS FOR A COMPLIANCE AUDIT  |         |
| a. REVIEW COMMITTEE MANDATE  |         |
| 1. Muskoka Compliance Audit Committee Administrative Practices and Procedures  | 3 - 18  |
| <a href="#">MCAC - Admin Practices and Procedures 2018-2022</a>  |         |
| b. COMPLIANCE AUDIT APPLICATIONS   |         |
| Each Application will have the following format:   |         |
| 1. Chair to introduce the application.   |         |
| 2. Applicant or Applicant's Agent deputation.  |         |
| 3. Candidate or Candidate's Agent deputation/Registered Third Party or Registered Third Party's Agent deputation, (as applicable.) |         |
| 4. Committee to consider Applications - resolutions of Committee.  |         |
| 5. Committee to consider appointment of auditor, if required - resolutions of Committee.   |         |
| The following Applications were Received:  |         |
| 1. Application #CA-001 - Registered Third Party – Friends of Muskoka – Applicant Don Furniss.                                      | 19 - 30 |
| <a href="#">Application CA-001</a>   |         |
| <a href="#">Financial Statement CA-001</a>   |         |
| 2. Application #CA-002 - Registered Third Party – Muskoka Lakes Association – Applicant Don Furniss.                               | 31 - 41 |
| <a href="#">Application CA-002</a>   |         |
| <a href="#">Financial Statement CA-002</a>   |         |
| 3. Application #CA-003 - Candidate - Phil Harding – Office of Mayor – Applicant Don Furniss.                                       | 42 - 55 |
| <a href="#">Application CA-003</a>   |         |
| <a href="#">Financial Statement CA-003</a>   |         |
| 4. Application #CA-004 - Candidate – Frank Jaglowitz – Office of   | 56 - 70 |

District and Township Councillor (Ward C/3) – Applicant Heather Bonett.

[Application CA-004](#)

[Financial Statement CA-004](#)

5. CONSIDERATION OF AUDITOR'S REPORTS / LEGAL REPORTS
6. COMMITTEE IN CLOSED SESSION
  - a. Committee in Closed Session may be held, if required, to deliberate in private in accordance with Section 88.33 (5.1) of the Municipal Election Act, 1996. - resolutions of Committee.
7. ADJOURNMENT
  - a. Consideration of a resolution to adjourn.



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# **Muskoka Compliance Audit Committee**

## **Administrative Practices and Procedures**

### **2018-2022 Term of Council**

**Version: 1**

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**MUSKOKA COMPLIANCE AUDIT COMMITTEE**  
**ADMINISTRATIVE PRACTICES AND PROCEDURES- APRIL 1, 2019 V1**

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**MUSKOKA COMPLIANCE AUDIT COMMITTEE**  
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**1. Purpose and Application**

The Muskoka Compliance Audit Committee was established in accordance with Section 88.37(1) of the *Municipal Elections Act, 1996* (hereinafter referred to as the “Act”), by the Member Municipalities. Pursuant to Section 88.37(6) of the Act, the Clerk shall establish administrative practices and procedures for the Compliance Audit Committee. Accordingly, the following sections provide for the practices and procedures to be followed by the Muskoka Compliance Audit Committee in carrying out its Mandate for the Member municipalities.

**2. Definitions**

In this procedure, the following definitions apply;

- a. “Act” means the *Municipal Elections Act, 1996*, S.O. 1996, Chapter 32, as amended.
- b. “Alternate Member” means an Alternate person appointed to the Muskoka Compliance Audit Committee.
- c. “Applicant” means a person who is entitled to submit an Application under the Act requesting a Compliance Audit.
- d. “Application” means an Application for a Compliance Audit made to the Clerk, in writing, setting out the reasons for the request, and accepted by the Clerk pursuant to Section 88.33 or 88.35 of the Act. See attached Forms for this purpose.
- e. “Auditor” means a person appointed by the Committee to conduct a Compliance Audit of a Candidate’s or of a Registered Third Party’s election campaign finances pursuant to Section 88.33 or 88.35 of the Act.
- f. “Auditor’s Report” means a Report prepared for the Committee pursuant to Section 88.33 or 88.35 of the Act.
- g. “Candidate” means the Candidate whose municipal election campaign finances are the subject of an Application for a Compliance Audit or are the subject of a Clerk’s Report.
- h. “Chair” means the Chair of the Muskoka Compliance Audit Committee.
- i. “Clerk” means the Clerk of the Member Municipality or designate.
- j. “Clerk’s Report” means a report prepared by the Clerk of the Member Municipality or designate with respect to contribution limits pursuant to Section 88.34 or 88.36 of the Act.
- k. “Committee” means the Muskoka Compliance Audit Committee established pursuant to Section 88.37(1) of the Act.
- l. “Compliance Audit” (“Audit”) means an audit of a Candidate’s election campaign finances or of the campaign finances of a Registered Third Party conducted by an Auditor appointed by the Committee.
- m. “Conduct” means the way one acts or personal behaviour.
- n. “Contributor” means a Contributor who is subject to a Clerk’s Report.
- o. “Council” means the Council of the Member Municipality.
- p. “Mandate” means the Muskoka Compliance Audit Committee’s duties and responsibilities as set out in Section 3.
- q. “Member” means a person appointed to the Muskoka Compliance Audit Committee.
- r. “Member Municipality” means any one of the following municipalities:

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- District of Muskoka
  - Town of Bracebridge
  - Town of Gravenhurst
  - Town of Huntsville
  - Township of Georgian Bay
  - Township of Lake of Bays
  - Township of Muskoka Lakes
- s. “Point of Order” means when a Member believes that the rules of procedure are being violated and calls upon the Chair for a ruling and an enforcement of the regular rules.
- t. “Point of Privilege” means a question by a Member who believes that another Member has spoken disrespectfully towards that Member or another Member or who considers that his or her integrity or that of a Member or employee has been impugned or questioned by a Member.
- u. “Quorum” means the minimum number of Members that must be present at a meeting to make the proceedings of that meeting valid. For the purposes of the Committee, the minimum number of Members that must be present is two (2) Members.
- v. “Reasonable Notice” means a minimum of 14 days.
- w. “Registered Third Party” means the Registered Third Party whose municipal election campaign finances are the subject of an Application for a Compliance Audit or are the subject of a Clerk’s Report.
- x. “Vice Chair” means the Vice Chair of the Muskoka Compliance Audit Committee.

**3. Committee Mandate**

The Committee for the 2018-2022 Term of Council has full delegation of the authority under sections 88.33, 88.34, 88.35, 88.36 and 88.37 of the Act, to receive and make decisions on Applications for Compliance Audits of a Candidate’s or a Registered Third Party’s 2018 municipal election campaign finances and any by-election campaign finances during the 2018 to 2022 Council term.

The Committee is also responsible for reviewing reports submitted to the Committee by the Clerk with respect to any Contributor who appears to have contravened any of the contribution limits to a Candidate’s or a Registered Third Party’s election campaign.

The Committee term is for four (4) years commencing December 1, 2018 to November 14, 2022. If an audit goes beyond the Committee term, the appointment may require an extension.

**4. Scope of Responsibilities**

The powers and functions of the Committee are set out in sections 88.33 to 88.37 of the Act and are generally described as follows:

- a. Within 30 days of receipt of an Application requesting a Compliance Audit, the Committee shall consider the Compliance Audit Application and decide whether it should be granted or rejected, with brief written reasons for the decision;
- b. If the Application is granted, the Committee shall appoint an Auditor to conduct a Compliance Audit of the Candidate’s election campaign finances or the campaign finances of the Registered Third Party;

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- c. The Committee will review the Auditor's report within 30 days of receipt and shall decide whether legal proceedings should be commenced, with brief written reasons for the decision; and
- d. Within 30 days after receipt of a report from any Member Municipality Clerk of any apparent contribution in excess of the contribution limits to a Candidate or Registered Third Party, the Committee shall consider the Clerk's Report and decide whether legal proceedings should be commenced, with brief written reasons for the decision.
- e. The Committee is responsible for addressing any Candidate's or Registered Third Party's Compliance Audit Applications or any Candidate's or Registered Third Party's contribution limit reports originating from any of the Member municipalities during the 2018 to 2022 Council term.

**5. Committee Structure**

**a. Structure**

- 1. The Committee shall be comprised of three (3) voting Members of the public, with the provision for two (2) additional Alternate Members, all of who are qualified individuals. Committee Members will be appointed by each municipal Member Council in accordance with each Member Municipality's established procedures. At its first meeting, the Committee shall select and appoint one (1) of its Members to act as a Chair and one (1) of its Members to act as a Vice Chair for the duration of the Committee's term.
- 2. Alternate Members will be called upon in the event that one of the three (3) voting Members is unable to serve and/or attend meetings during the period of appointment, or if a Member resigns from the Committee or is disqualified. Alternate Members assume all of the rights and privileges of a voting Member, if called upon.
- 3. The Clerk, or their designate, of the respective Member Municipality will act as recording secretary and provide administrative support to the Committee.
- 4. The Clerks of the Member Municipalities shall establish administrative practices and procedures for the Committee and shall carry out any other duties required under the Act to implement the decisions of the Committee.

**b. Vacancy**

- 1. If there is a Committee vacancy resulting from disqualification or otherwise, individuals qualified and interested in appointment shall be sought by using one or more of the following methods; inviting applications by posting a notice, contacting previous Committee Members, or reviewing previous Committee applications received. This will be determined by the Clerks of the Member Municipalities.
- 2. Once a qualified applicant has been determined, each of the Member Municipalities shall report to their respective Council's and present an amending By-law to fill the vacancy.

**6. Procedures - Application for a Compliance Audit – Candidate or Registered Third Party**

**a. Application by Elector**

- 1. Candidate - An elector who is entitled to vote in an election and believes on reasonable grounds that a Candidate has contravened a provision of the Act relating to election campaign finances may apply for a Compliance Audit of the Candidate's election campaign finances, even if the Candidate has not filed a financial statement under section 88.25 of the Act.

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2. Registered Third Party - An elector who is entitled to vote in an election and believes on reasonable grounds that a Registered Third Party who is registered in relation to the election in the Municipality has contravened a provision of the Act relating to campaign finances may apply for a Compliance Audit of the campaign finances of the Registered Third Party in relation to third party advertisements, even if the Registered Third Party has not filed a financial statement under section 88.29 of the Act.

**b. Application Requirements**

An Application for a Compliance Audit shall be made to the Clerk of the Member Municipality for which the Candidate was nominated for office or in which the Registered Third Party was registered, and it shall be in writing and shall set out the reasons for the elector's belief.

Form – Application for a Compliance Audit - Candidate's Election Campaign Finances

Form – Application for a Compliance Audit - Registered Third Party's Election Campaign Finances

**c. Deadline for Applications**

The Application must be made within 90 days after the latest of the following dates:

1. The filing date under section 88.30 of the Act. - **June 27, 2019** would be the last day to file a Compliance Audit request for the December 31, 2018 reporting period (regular campaign period filing deadline is 2:00 p.m. on March 29, 2019).
2. The date the Candidate or Registered Third Party filed a financial statement, if the statement was filed within 30 days after the applicable filing date under section 88.30 of the Act. – **July 29, 2019** would be the last day to file a Compliance Audit request for the December 31, 2018 reporting period (regular campaign period late filing deadline is 2:00 p.m. on April 29, 2019).
3. The Candidate's supplementary filing date or the supplementary filing date for the Registered Third Party, if any, under section 88.30 of the Act. - **December 27, 2019** would be the last day to file a Compliance Audit request for the June 30, 2019 supplementary reporting period (supplementary campaign period filing deadline is 2:00 p.m. on September 27, 2019).
4. The date on which the Candidate's or Registered Third Party's extension, if any, under subsections 88.23 (6) or 88.27 (3) of the Act expires – court granted extension.

**d. Committee**

Within 10 days after receiving the Application, the Clerk of the Member Municipality shall forward the Application to the Committee.

**e. Notice of Meetings**

Reasonable Notice of the meetings of the Committee under this section shall be given to the Candidate or Registered Third Party, the Applicant and the public.

**f. Open Meetings**

The meetings of the Committee under this section shall be open to the public, but the Committee may deliberate in private.

**g. Decision of Committee**

1. Within 30 days after the Committee has received the Application, the Committee shall consider the Application and decide whether it should be granted or rejected.
2. The decision of the Committee to grant or reject the Application, and brief written reasons for the decision, shall be given to the Candidate or Registered Third Party, the Clerk with whom the Candidate filed his or her nomination or the Clerk of the Member Municipality in which the Registered Third Party is registered, and the Applicant.



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**h. Appeal**

The decision of the Committee under subsection 6.g. above may be appealed to the Superior Court of Justice within 15 days after the decision is made, and the court may make any decision the Committee could have made.

**i. Appointment of Auditor**

1. If the Committee decides under subsection 6.g. above to grant the Application, it shall appoint an Auditor to conduct a Compliance Audit of the Candidate's election campaign finances or the campaign finances of the Registered Third Party in relation to third party advertisements that appear during an election in the Municipality.
2. Only Auditors licensed under the *Public Accounting Act, 2004* or prescribed persons are eligible to be appointed under subsection 6.i.1. above.

**j. Duty of Auditor**

The Auditor shall promptly conduct an audit of the Candidate's election campaign finances or the campaign finances of the Registered Third Party in relation to third party advertisements that appear during an election in the Municipality, to determine whether he or she has complied with the provisions of the Act relating to election campaign finances or to campaign finances of the Registered Third Party in relation to third party advertisements that appear during an election in the Municipality and shall prepare a report outlining any apparent contravention by the Candidate or by the Registered Third Party.

**k. Who Receives Auditor's Report**

The Auditor shall submit the report to the Candidate or Registered Third Party, the Clerk with whom the Candidate filed his or her nomination or the Clerk of the Member Municipality in which the Registered Third Party is registered, and the Applicant.

**l. Auditor's Report to be Forwarded to Committee**

Within 10 days after receiving the report, the Clerk of the Member Municipality shall forward the report to the Compliance Audit Committee.

**m. Powers of Auditor**

For the purpose of the audit, the Auditor,

1. is entitled to have access, at all reasonable hours, to all relevant books, papers, documents or things of the Candidate or the Registered Third Party and of the Municipality; and
2. has the powers set out in section 33 of the *Public Inquiries Act, 2009* and section 33 applies to the audit.

**n. Costs**

The Member Municipality shall pay the Auditor's costs of performing the audit.

**o. Decision**

The Committee shall consider the report within 30 days after receiving it and, if the report concludes that the Candidate or the Registered Third Party appears to have contravened a provision of the Act relating to election campaign finances or campaign finances of the Registered Third Party in relation to third party advertisements that appear during an election in the Municipality, the Committee shall decide whether to commence a legal proceeding against the Candidate or the Registered Third Party for the apparent contravention.

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**p. Notice of Decision, Reasons**

The decision of the Committee under subsection 6.o. above, and brief written reasons for the decision, shall be given to the Candidate or Registered Third Party, the Clerk with whom the Candidate filed his or her nomination or the Clerk of the Municipality in which the Registered Third Party is registered, and the Applicant.

**q. Immunity**

No action or other proceeding for damages shall be instituted against an Auditor appointed under subsection 6.i.1. above, for any act done in good faith in the execution or intended execution of the audit or for any alleged neglect or default in its execution in good faith.

**r. Saving Provision**

This section does not prevent a person from laying a charge or taking any other legal action, at any time, with respect to an alleged contravention of a provision of the Act relating to election campaign finances or relating to campaign finances of the Registered Third Party in relation to third party advertisements that appear during an election in the Municipality.

**7. Procedures - Review of Contributions to Candidate or Registered Third Party**

**a. Review of Contributions**

The Clerk shall review the contributions reported on the financial statements submitted by;

1. a Candidate under section 88.25 of the Act to determine whether any Contributor appears to have exceeded any of the contribution limits under section 88.9 of the Act.
2. a Registered Third Party under section 88.29 of the Act to determine whether any Contributor appears to have exceeded any of the contribution limits under section 88.13 of the Act.

**b. Clerk's Report, Contributions to Candidate or Registered Third Party**

As soon as possible following the day that is 30 days after the filing date or supplementary filing date, as the case may be, under section 88.30, for a Candidate or a Registered Third Party, the Clerk shall prepare a report identifying each Contributor to a Candidate for office on a Council or to the Registered Third Party who appears to have contravened any of the contribution limits under section 88.9 or section 88.13 of the Act, which ever is applicable, and,

1. if the Contributor's total contributions to a Candidate for office on a Council appear to exceed the limit under section 88.9 of the Act, the report shall set out the contributions made by that Contributor to the Candidate;
2. if the Contributor's total contributions to two or more Candidates for office on the same Council appear to exceed the limit under section 88.9 of the Act, the report shall set out the contributions made by that Contributor to all Candidates for office on the same Council;
3. if the Contributor's total contributions to a Registered Third Party that is registered in the Municipality appear to exceed the limit under section 88.13 of the Act, the report shall set out the contributions made by that Contributor to the Registered Third Party in relation to third party advertisements; and
4. if the Contributor's total contributions to two or more registered third parties that are registered in the Municipality appear to exceed the limit under section 88.13 of the Act, the report shall set out the contributions made by that Contributor to all registered third parties in the Municipality in relation to third party advertisements.

**c. Clerk's Report, Separate**

The Clerk shall prepare a separate report under subsection 7.b. above in respect of each Contributor who appears to have contravened any of the contribution limits under section 88.9 or section 88.13 of the Act, which ever is applicable.

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**d. Clerk's Report to be Forwarded to Committee**

The Clerk shall forward each report prepared under subsection 7.b. above to the Committee.

**e. Decision of Committee**

Within 30 days after receiving a report under subsection 7.d. above, the Committee shall consider it and decide whether to commence a legal proceeding against a Contributor for an apparent contravention.

**f. Notice of Meetings**

Reasonable Notice of the meetings of the Committee under subsection 7.e. above shall be given to the Contributor, the applicable Candidate or the Registered Third Party and the public.

**g. Open Meetings**

The meetings of the Committee under subsection 7.e. above shall be open to the public, but the Committee may deliberate in private.

**h. Notice of Decision, Reasons**

The decision of the Committee under subsection 7.e. above, and brief written reasons for the decision, shall be given to the Contributor and to the Clerk of the Member Municipality.

**i. Saving Provision**

This section does not prevent a person from laying a charge or taking any other legal action, at any time, with respect to an alleged contravention of a provision of the Act relating to contribution limits.

**8. Duties of the Clerk**

- a. The Clerk of the Member Municipality shall establish administrative practices and procedures for the Committee and shall carry out any other duties required under the Act to implement the Committee's decisions.
- b. The Clerk of the Member Municipality shall approve and sign the Committee minutes.

**9. Duties of the Chair**

The duties of the Chair are as follows:

- a. Liaise with the Clerk and review meeting agendas.
- b. Call Committee meetings to order when there is a Quorum, preside over Committee discussions, facilitate Committee business, follow the procedures as set out herein, identify the order of proceedings and speakers, and rule on Points of Order and Privilege, as may be necessary.
- c. Participate as an active Member, encouraging participation by all Members.
- d. The Chair is permitted to provide brief comments during discussion, make motions and vote on all matters.
- e. If the Chair is not present within the first fifteen (15) minutes of a Committee meeting or is absent through illness or otherwise, and Quorum cannot be obtained, the Clerk shall note the attendees, and then adjourn the meeting until such time as Quorum can be obtained.
- f. If the appointed Chair is unable to participate, the Vice Chair shall take the Chair. While so presiding, they shall have all the powers and duties of the Chair.

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**10. Duties of the Members**

The duties of Members are as follows:

- a. Attend all Committee meetings, or notify the Clerk as soon as possible in the event that the Member cannot attend.
- b. Understand their role, the Committee's Mandate and meeting procedures.
- c. Disclose any pecuniary interest in any matter prior to consideration by the Committee and leave the meeting, refrain from discussion and voting on the matter in accordance with Section 5 of the *Municipal Conflict of Interest Act*.
- d. Where the pecuniary interest of a Member has not been disclosed by reason of the Member's absence from the meeting, the Member shall disclose the pecuniary interest and otherwise comply with subsection 10.c. at the first meeting of the Committee attended by the Member after the meeting referred to in subsection 10.c.
- e. Participate as an active voting Member, asking questions, and seeking clarification through the Chair.
- f. Develop and maintain a climate of mutual support, trust, courtesy, integrity and respect.
- g. Work together to utilize the knowledge, expertise and talents of all Members.
- h. Respect the decisions of the Committee and that such decisions reflect the majority view.
- i. Abide by the respective Member Municipality's Code of Conduct for Council and Local Boards.
- j. Participate in an orientation training session hosted by the Member Municipalities.

**11. Staff Support**

The Member Municipality shall provide the following support to the Committee:

- a. The Clerk shall call the first regular meeting of the Committee to order and conduct the selection of the Chair and Vice Chair by resolution of Members.
- b. Prepare agendas for review by the Clerk of the Member Municipality and the Chair.
- c. Reasonable Notice of meetings of the Committee shall be given to the Members, the Applicant, the Candidate, the Registered Third Party, the Contributor and the public, whichever is applicable, as determined by the Clerk of the Member Municipality. The meeting agendas will be posted a minimum of three (3) days prior to the date of each meeting. The Member Municipality website will be utilized to communicate the meeting notices and agendas.
- d. If it is determined that an emergency Committee meeting is required or a meeting requires rescheduling, in order to meet the legislative timelines of the Act, and when time does not permit for the minimum Reasonable Notice, notice shall be provided, as soon as possible to the Members, the Applicant, the Candidate, the Registered Third Party, the Contributor and the public, whichever is applicable, as determined by the Clerk of the Member Municipality.
- e. Where an Application or a Clerk's Report will be considered at a meeting, Reasonable Notice to the Applicant, the Candidate, the Registered Third Party, the Contributor and the public, whichever is applicable, will be given, of the time, place and purpose of the meeting and of the fact that if the party fails to attend the meeting, the Committee may proceed in the party's absence and the party will not be entitled to further notice in relation to the meeting or subsequent meetings at which the Application or Clerk's Report is considered.

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- f. Arrange for or set up meeting areas, giving consideration to the nature of the matters to be discussed, any audio-visual requirements, attendance by the public and ensuring accessibility needs identified have been met.
- g. Arrange for attendance of deputations in conjunction with the Chair.
- h. Attend Committee meetings, record attendance, confirm Quorum and record when the meeting is called to order, and adjourns.
- i. Provide procedural advice to the Chair and Committee, as required.
- j. Take minutes, record a summary of the discussion for each agenda item, record all Committee motions and resolutions, including the name of the mover and seconder.
- k. Record any disclosures of pecuniary interest, including the general nature thereof.
- l. Review and correct any errors in the minutes of previous meetings.
- m. Prepare the Committee minutes.
- n. Electronically distribute minutes to all Committee Members and post on the Member Municipality website, as soon as possible following the approval by the Clerk of the Member Municipality.
- o. Facilitate and complete any additional work to be undertaken on behalf of the Committee.
- p. Maintain Committee agendas, minutes, correspondence, Auditor's Reports and Clerk's Reports in accordance with Section 88 of the Act and the Member Municipality's most current Record Retention Schedule.

**12. Meeting Procedures**

**a. Calling of Committee Meetings**

- 1. The Clerk of the Member Municipality will summon a meeting of the Committee when one or more Applications are received or when one or more Clerk's Reports are prepared.
- 2. Meetings shall be held at such date, time and location as the Clerk deems appropriate.
- 3. Subsequent meetings of the same Application or Clerk's Report will be held at the call of the Chair.

**b. Agendas**

The following components shall be included in Committee agendas. Specific subject items are included under each component:

- 1. Call to order
- 2. Disclosure of Pecuniary Interest
- 3. Consideration of Clerk's Reports
- 4. Consideration of Applications for a Compliance Audit
- 5. Consideration of Auditor's Reports / Legal Reports
- 6. Committee in Closed Session
- 7. Adjournment

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**c. Quorum**

A majority of the Members of the Committee is necessary to form a Quorum. If no Quorum is present fifteen minutes after the time fixed for a meeting, or the resumption of a meeting after a recess, or should a Quorum at a meeting be lost for a period of fifteen (15) consecutive minutes, the Clerk or designate will record the names of the Members present and the meeting will stand adjourned until the next meeting scheduled by the Clerk or at the call of the Chair or until such time as Quorum can be obtained.

Where the number of Members who, by reason of the provisions of the *Municipal Conflict of Interest Act*, are disabled from participating in a meeting is such that at that meeting the remaining Members are not of sufficient number to constitute a Quorum, then, despite any other general or special Act, the remaining number of Members shall be deemed to constitute a Quorum, provided such number is not less than two, in accordance with Section 7 of the *Municipal Conflict of Interest Act*.

**d. Conduct of Committee Business**

1. Pursuant to the Act, the meetings of the Committee shall be open to the public, but the Committee may deliberate in private. As such, Committee may adjourn to Closed Session similar to that of section 239 of the *Municipal Act, S.O. 2001*.
2. The business of each meeting shall be taken up in the order in which it stands upon the agenda, unless otherwise determined by the Committee.
3. Where the agenda includes consideration of more than one Application or Clerk's Report, Applications may be dealt with by the Committee either individually or collectively, based upon the direction of the Committee.
4. The Chair will request that the Applicant or his or her agent and Candidate, Registered Third Party, Contributor or their agent identify themselves.
5. Applicant's Deputation
  - i. The Applicant or the Applicant's agent may address the Committee for a maximum of 5 minutes unless granted leave by the Chair.
  - ii. Members may ask questions of the Applicant or Applicant's agent through the Chair.
  - iii. Questions of the Applicant or the Applicant's agent by the Candidate, Registered Third Party or their agent *are not permitted*.
  - iv. All materials presented to the Committee in open session are deemed to be public documents.
6. Candidate's, Registered Third Party's, Contributor's Deputation
  - i. The Candidate, Registered Third Party, Contributor or their agent may address the Committee for a maximum of 5 minutes unless granted leave by the Chair.
  - ii. The Candidate, Registered Third Party, Contributor or their agent may respond to the content of the Application or Clerk's Report and the Applicant's or the Applicant's Agent's address to the Committee.
  - iii. Members may ask questions of the Candidate, Registered Third Party, Contributor or their agent, through the Chair.
  - iv. Questions of the Candidate, Registered Third Party, or their agent by the Applicant or the Applicant's agent *are not permitted*.
  - v. All materials presented to the Committee in open session are deemed to be public documents.

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7. Where the agenda includes consideration of more than one Auditor's Report or Clerk's Report, the Reports may be dealt with by the Committee either individually or collectively dependant upon the direction of the Committee.
8. Auditor's Report / Clerk's Report
  - i. The Auditor shall address the Committee and provide a summary of his or her Auditor's Report and its conclusions.
  - ii. Members may ask questions of the Auditor through the Chair.
  - iii. Members may ask questions of any person present at the meeting, such questions to be through the Chair and at the sole discretion of the Chair.
  - iv. The Candidate, Registered Third Party, Contributor, Applicant, their agents or any person present at the meeting *may not* ask questions of the Auditor, Clerk or the Committee.
9. Decisions of the Committee shall be by resolution. A simple majority vote of the Committee Members present is required to pass a resolution. Generally, the Committee will render its decision at each meeting. Subject to deadlines imposed by the Act, the Committee may reserve its decision if further deliberation or legal advice is required.
10. The Chair shall preside over the Conduct of the meeting, including the preservation of order and decorum, ruling on Points of Order and Privilege and deciding all questions relating to the orderly procedure of the meetings, subject to an appeal by any Member to the Committee from any ruling of the Chair.
11. Every Member, previous to speaking to any motion, shall be recognized by the Chair and shall respectfully address the Chair.
12. When two or more Members wish to speak, the Chair shall name the Member who first raised his or her hand.
13. A Member shall not:
  - i. speak disrespectfully to or about another Member;
  - ii. use offensive words or unparliamentarily language during meetings;
  - iii. disobey the procedures of the Committee, or decision of the Chair or the Committee on questions of procedure; or
  - iv. leave his/her seat or make any noise or disturbance while a vote is being taken and until the result is declared.
14. In case any Member persists in a breach of the foregoing section after having been called to order by the Chair, he or she may be ordered by the Chair to leave his/her seat for that meeting, but in case of ample apology being made by the offender he or she may, by vote of the Committee, be permitted forthwith to resume his or her seat.
15. When a Member desires to address the Committee upon a matter that concerns the rights or Privileges of the Committee collectively or individually, he or she shall be permitted to raise a Point of Privilege, and a matter of Privilege shall take precedence over other matters.
16. When a Member desires to call attention to a violation of the rules of procedure, she or he shall ask leave of the Chair to raise a Point of Order and after leave is granted:
  - i. state the Point of Order with a concise explanation and resume his or her seat until the Chair has decided the Point of Order,
  - ii. unless a Member immediately appeals to the Committee, the decision of the Chair shall be final,

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- iii. if the decision is appealed, the Committee shall decide the question without debate and its decision shall be final.

17. When the Chair calls a Member to order, the Member shall immediately sit down until the Point of Order is dealt with and the Member shall not speak again without permission of the Chair unless to appeal the ruling of the Chair.

**e. Motions**

The following rules shall apply to motions:

1. All motions must be introduced by a mover and a seconder before the Chair can put the motion on the floor for consideration.
2. After a motion is properly moved and seconded, it shall be deemed to be in the possession of the Committee, but may be withdrawn by the mover and seconder at any time before a vote with the consent of the Committee.
3. The number of times a Member may speak on a motion shall not be limited.
4. A Member shall not be restricted to asking questions only of the previous speaker but the question must relate directly to the matter under discussion.
5. A motion to move a previous motion shall not be allowed.
6. Any Member may require the motion under discussion to be read at any time, but not so as to interrupt a Member while speaking.
7. When a motion is under consideration, no motion shall be received other than a motion to:
  - i. Adjourn, which motion is neither amendable nor debatable;
  - ii. Table, which motion is not debatable;
  - iii. Defer action;
  - iv. Refer, which motion is debatable as to its merits only;
  - v. Amend.
8. A motion to refer shall take precedence over any other amendment.
9. Only one amendment at a time can be presented to the main motion. Only one amendment can be presented to an amendment, but when the amendment to the amendment has been disposed of, another amendment may be introduced, and when that amendment has been decided, another may be introduced.
10. The amendment to the amendment, if any, shall be voted on first, then if no other amendment is presented, the amendment shall be voted on next, then if no other amendment is introduced, the main motion, or if any amendment has carried, the main motion as amended, shall be put to a vote.
11. Nothing in this section shall prevent other proposed amendments being read for the information of the Members.
12. When the motion under consideration contains distinct propositions, upon the request of any Member, the vote upon each proposition shall be taken separately.
13. After the Chair commences to take a vote, no Member shall speak to or present another motion until the vote has been taken on such motion, amendment or sub-amendment.



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14. Every Member present at a meeting when a vote is taken on a matter shall vote unless prohibited by statute, in which case the fact of the prohibition will be recorded in the minutes. If any Member present persists in refusing to vote, she or he shall be deemed as voting in the negative. Any motion on which there is a tie vote shall be deemed to be defeated. Recorded votes *are not permitted*.
15. After any matter has been decided by the Committee any Member may move for reconsideration at the same meeting, but no discussion of the motion that has been decided shall be allowed until the motion for reconsideration has carried.
16. All motions not disposed of, shall be placed on the agenda for the next meeting of the Committee, subject to any deadlines imposed by the Act.
17. All motions shall be written and signed by the mover and seconder.

**13. Minutes**

Minutes shall briefly outline the substance of items listed on the agenda, including deputations, Reports, motions, resolutions and other actions taken.

**14. Media Relations and Communications**

All media contact shall be made through the Clerk of the Member Municipality.

**15. Conflict of Interest**

Legislated requirements as set out in the *Municipal Conflict of Interest Act* shall apply to all Committee Members. It is the responsibility of each Member to disclose any pecuniary interest prior to discussion of a particular matter. Once declared, the Member shall absent themselves from the meeting for the duration of the discussion and voting (if any) with respect to the matter. If the declaration relates to a matter being discussed during a closed portion of the meeting, the Member must leave the meeting during all discussion on the matter. Members are encouraged to seek advice from the Member Municipality's appointed Integrity Commissioner if they are unsure of whether or not they have a pecuniary interest in a matter. Member Municipality staff do not provide advice or interpretation related to declarations.

**16. Matters Not Dealt With in These Procedures**

If the practices and procedures set out herein do not provide for a procedural matter, the practice or procedure shall be determined by the Clerk or designate in conjunction with the Chair. Where the matter arises during a meeting and cannot be dealt with to the satisfaction of the Chair and Clerk or designate, the matter shall be deferred to the next meeting of the Committee.

**17. Costs**

In accordance with the Act, the Council shall pay all costs in relation to the Committee's operation and activities.

The Member Municipality from where the Compliance Audit Application or Clerk's Report originates shall pay all costs in relation to the Committee's operation and activities regarding that specific request or report, including but not limited to general costs associated with the Committee, costs of any audit that takes place and costs of legal counsel for the Committee.

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Costs for Member participation in an orientation training session shall be equally shared between the Member Municipalities.

**18. Grant Exemptions from Procedures**

The Committee may waive any rule of procedure contained herein, as it considers appropriate, to ensure that the real matters at issue are determined in a just manner.

**19. Appendix A and B**

The following is a list of forms to be used for the Committee Administrative Practices and Procedures;

Appendix A - Form – Application for a Compliance Audit - Candidate's Election Campaign Finances

Appendix B - Form – Application for a Compliance Audit - Registered Third Party's Election Campaign Finances



**2018 MUNICIPAL ELECTION  
APPLICATION FOR A COMPLIANCE AUDIT OF A  
REGISTERED THIRD PARTY'S ELECTION CAMPAIGN FINANCES**

to be heard by the **Muskoka Compliance Audit Committee** for a Member Municipality, being the District Municipality of Muskoka, the Town of Bracebridge, the Town of Gravenhurst, the Town of Huntsville, the Township of Georgian Bay, the Township of Lake of Bays, and the Township of Muskoka Lakes.

**Contact Information of Applicant**

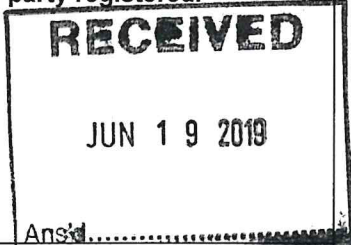
|                   |                    |
|-------------------|--------------------|
| Name:             | <i>Don Furniss</i> |
| Address:          | [REDACTED]         |
| Telephone number: | [REDACTED]         |
| Email address:    | [REDACTED]         |

**Registered Third Party (RTP) Information**

|              |                           |
|--------------|---------------------------|
| Name of RTP: | <i>FRIENDS OF MUSKOKA</i> |
|--------------|---------------------------|

**Application must be submitted to the Member Municipality where the third party registered.**

- |   |   |
|---|---|
| <input type="checkbox"/> District Municipality of Muskoka | <input type="checkbox"/> Township of Georgian Bay             |
| <input type="checkbox"/> Town of Bracebridge              | <input type="checkbox"/> Township of Lake of Bays             |
| <input type="checkbox"/> Town of Gravenhurst              | <input checked="" type="checkbox"/> Township of Muskoka Lakes |
| <input type="checkbox"/> Town of Huntsville               |   |



**Please note that a request for a Compliance Audit for a School Board Trustee must be directed to the Secretary of the applicable School Board.**

**Application by elector**

Subsection 88.35 (1) of the Municipal Elections Act, 1996, (Act) states:  
An elector who is entitled to vote in an election in a municipality and believes on reasonable grounds that a registered third party who is registered in relation to the election in the municipality has contravened a provision of this Act relating to campaign finances may apply for a compliance audit of the campaign finances of the registered third party in relation to third party advertisements, even if the registered third party has not filed a financial statement under section 88.29.

**Reasons for requesting Compliance Audit (attach additional documentation, if applicable)**

*SEE ATTACHED Pg 3*



**Deadline for filing Application**

Subsection 88.35 (3) of the Municipal Elections Act, 1996, (Act) provides that the Application must be made within 90 days after the latest of the following dates:

1. The filing date under section 88.30 - **June 27, 2019** would be the last day to file a compliance audit request for the December 31, 2018 reporting period (regular campaign period filing deadline is 2:00 p.m. on March 29, 2019).
2. The date the registered third party filed a financial statement, if the statement was filed within 30 days after the applicable filing date under section 88.30 – **July 29, 2019** would be the last day to file a compliance audit request for the December 31, 2018 reporting period (regular campaign period late filing deadline is 2:00 p.m. on April 29, 2019).
3. The supplementary filing date, if any, for the registered third party under section 88.30 - **December 27, 2019** would be the last day to file a compliance audit request for the June 30, 2019 supplementary reporting period (supplementary campaign period filing deadline is 2:00 p.m. on September 27, 2019).
4. The date on which the registered third party's extension, if any, under subsection 88.27 (3) expires – court granted extension.

**For more information please contact:**

The Clerk in the Member Municipality in which the Compliance Audit is being requested.

**Distribution of this Application**

Distribution of this Application will be shared with the Clerk of the Member Municipality, the Muskoka Compliance Audit Committee, the Auditor chosen to investigate this Application (if applicable), the Registered Third Party, and the public by way of an open Muskoka Compliance Audit Committee meeting agenda published on the website of the Member Municipality.

**Applicant Declaration**

I, the undersigned, make Application for a Compliance Audit, and do hereby declare that the information provided in this Application is complete and accurate to the best of my knowledge, that I have read the Application in full, and that I am an elector who is entitled under the *Municipal Elections Act, 1996* to vote in a municipal election (at least 18 years old, a Canadian citizen, and a resident, owner or tenant of land or spouse of owner or tenant).

Signature of Applicant

15/06/2019  
Date (dd/mm/yyyy)

**Municipal Use**

Application for a Compliance Audit received by the Clerk for the Township of Muskoka Lakes.

Signature of Clerk or Designate

15/06/19  
Date (dd/mm/yyyy)

*Personal Information included in this Application is collected under the authority of the Municipal Elections Act, 1996, and will be utilized for the processing of the request for a Compliance Audit of a registered third party's election campaign finances. Any questions regarding the collection of this information should be directed to the Clerk of the member municipality.*

**Alternate formats of this document are available upon request.**

**REASONS FOR APPLICATION OF AUDIT EXPENSES FOR “FRIENDS OF MUSKOKA”  
A REGISTERED THIRD PARTY ADVERTISER**

1. Is Friends of Muskoka ( FOM) eligible for registered third party status?  
While the organization may be incorporated for tax and liability issues, it does not sell goods and services to the general public. It is in fact an association of Muskoka Cottagers opposed to resort developments in Muskoka. It relies on membership fees and donations to fund its objectives. Associations are specifically prohibited from registering as third party advertisers according to Sec 88.6 (4) 2 of the Ontario Municipal Elections Act (OMEA).
2. FOM lists \$4,974 in expenditures plus bank charges, but details on income total \$1,439 of a \$5,034.
  - a.) What are the sources of the additional variance income?
  - b.) Are all the sources and uses of funds recorded in the bank statements and was a separate bank account opened specifically for third party advertising?
3. Section 88.5 (2) 2 of the OMEA requires the name, business address and phone numbers on all advertising materials of registered third parties. This was absent from several signs jointly posted with the Muskoka Lakes Association. I believe the OMEA was also violated on other advertising and robo phone calls.
4. No declaration was made for signage expenses. In fact signs and signage hardware was widely placed throughout the Township of Muskoka Lakes

**Instructions:**

All registrants must complete Boxes A, B, C and D and Schedule 1. All registrants must complete Schedule 2 as appropriate. Registrants 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 registrant or, if the registrant is an individual, their spouse) shall be paid immediately over to the clerk who was responsible for the conduct of the election.

For the campaign period from 

|         |     |     |
|---------|-----|-----|
| YYYY    | MM  | DD  |
| 2 0 1 8 | 0 7 | 2 4 |

 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 Registrant**

Name of Registrant (individual, trade union or corporation)

Friends of Muskoka

Official Representative (name of person signing on behalf of trade union or corporation)

Last Name or Single Name

Griffin EPLETT

Given Name(s)

Janet Catherine SUSAN ELIZABETH

Municipality

Township of Muskoka Lakes

Spending Limit - General

\$ 5,837.60


Spending Limit - Parties and Other Expressions of Appreciation

\$ 0.00

**Box B: Declaration**


 I, Janet C. Griffin, a registrant (or official representative)

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


 Signature of Registrant (or Official Representative)

2019/03/05 2019/03/19

Date (yyyy/mm/dd)

| Date Filed (yyyy/mm/dd) | Time Filed | Initial of Registrant, Official Representative or Agent (if filed in person) | Signature of Clerk or Designate   |
|-------------------------|------------|--|---|
| 2019/03/19              | 12:33pm    | SE   |  |

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

**LOAN**

Name of bank or recognized lending institution N/A

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

**INCOME**

Total amount of all contributions (From line 1A in Schedule 1) + \$ 5,033.81

Revenue from items \$25 or less + \$ \_\_\_\_\_

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. \_\_\_\_\_ + \$ \_\_\_\_\_

4. \_\_\_\_\_ + \$ \_\_\_\_\_

5. \_\_\_\_\_ + \$ \_\_\_\_\_

**Total Campaign Income (Do not include loan) = \$ 5,033.81 C1**

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

**Expenses subject to general spending limit**

Advertising + \$ 746.08

Brochures/flyers + \$ 354.82

Signs (including sign deposit) + \$ \_\_\_\_\_

Meetings hosted + \$ \_\_\_\_\_

Office expenses incurred until voting day + \$ \_\_\_\_\_

Phone and/or internet expenses incurred until voting day + \$ 1,202.88

Salaries, benefits, honoraria, professional fees incurred until voting day + \$ 2,500.00

Bank charges incurred until voting day + \$ 170.03

Interest charged on loan until voting day + \$ \_\_\_\_\_

Other (provide full details) \_\_\_\_\_ + \$ \_\_\_\_\_

1. \_\_\_\_\_ + \$ \_\_\_\_\_

2. \_\_\_\_\_ + \$ \_\_\_\_\_

3. \_\_\_\_\_ + \$ \_\_\_\_\_

4. \_\_\_\_\_ + \$ \_\_\_\_\_

5. \_\_\_\_\_ + \$ \_\_\_\_\_

**Total Expenses subject to general spending limit = \$ 4,973.81 C2**

**EXPENSES**

**Expenses subject to spending limit for parties and other expressions of appreciation**

1. \_\_\_\_\_ + \$ \_\_\_\_\_

2. \_\_\_\_\_ + \$ \_\_\_\_\_

3. \_\_\_\_\_ + \$ \_\_\_\_\_

4. \_\_\_\_\_ + \$ \_\_\_\_\_

5. \_\_\_\_\_ + \$ \_\_\_\_\_

**Total Expenses subject to spending limit for parties and other expressions of appreciation = \$ \_\_\_\_\_ C3**

**Expenses not subject to spending limit**

|   |             |                              |
|---|-------------|------------------------------|
| 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  | + \$        | _____ <b>60.00</b>           |
| Interest charged on loan after voting day                                     | + \$        | _____                        |
| Expenses related to recount   | + \$        | _____                        |
| Expenses related to controverted election                                     | + \$        | _____                        |
| Expenses related to compliance audit  | + \$        | _____                        |
| Expenses related to a registrant'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>_____ <b>60.00</b> C4</b> |

**Total Campaign Expenses (C2 + C3 + C4) = \$ 5,033.81 C5**

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

|   |      |                      |
|---|------|----------------------|
| Excess (deficiency) of income over expenses (Income minus Total Expenses)<br>(C1 – C5)                | + \$ | _____ <b>0.00</b> D1 |
| If there is a surplus, deduct any refund of registrant's or spouse's contributions<br>to the campaign | - \$ | _____                |
| Surplus (or deficit) for the campaign   | = \$ | _____ 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 was responsible for the conduct of the election.

*Job*



**Schedule 1 – Contributions**

**Part I – Summary of Contributions**

|   |                                  |
|---|----------------------------------|
| Contributions in money from registrant and (if individual) spouse   | + \$ <u>4,100.00</u>             |
| Contribution in goods and services from registrant and (if individual) spouse   | + \$ <u>                    </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 registrant or spouse). | + \$ <u>1,200.00</u>             |
| Total value of contributions exceeding \$100 per contributor (from line 1B; list on page 6; 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 registrant or spouse).    | + \$ <u>238.66</u>               |
| <b>Less:</b> Contributions returned or payable to the contributor   | – \$ <u>504.85</u>               |
| Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25   | – \$ <u>                    </u> |
| <b>Total Amount of Contributions (record under Income in Box C)</b>   | <b>= \$ <u>5,033.81</u> 1A</b>   |

**Part II – Contributions totalling more than \$100 – individuals other than registrant or spouse**

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

| Name         | Full Address                                       | Date Received | Amount \$ Received | Amount \$ Returned to Contributor or Paid to Clerk |
|--------------|--|---------------|--------------------|--|
| Susan Eplett | 50 Weybourne Crescent<br>Toronto, Ontario, M4N 2R5 | 2018/11/29    | 1,200.00           |  |
|              |  |               |                    |  |
|              |  |               |                    |  |
|              |  |               |                    |  |
|              |  |               |                    |  |
|              |  |               |                    |  |
|              |  |               |                    |  |
|              |  |               |                    |  |
|              |  |               |                    |  |
| <b>Total</b> |  |               | <b>1,200.00</b>    |  |

Additional information is listed on separate supplementary attachment

*Jus*

**Table 2: Monetary contributions from corporations or trade unions**

| Name (legal and carrying on business as) | Full Address | President or Business Manager | Authorized Representative | Date Received | Amount \$ Received | Amount \$ Returned to Contributor or Paid to Clerk |
|--|--------------|-------------------------------|---------------------------|---------------|--------------------|--|
| N/A                                      |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               | <b>Total</b>       | 0  |

Additional information is listed on separate supplementary attachment

**Table 3: Contributions in goods or services from individuals other than registrant or spouse**  
 (Note: must also be recorded as expenses in Box C)

| Name              | Full Address                                | Description of Goods or Services | Date Received | Value \$ | Amount \$ Returned to Contributor or Paid to Clerk |
|-------------------|---|----------------------------------|---------------|----------|--|
| Lisa Grogan Green | 133 Mildenhall Road Toronto Ontario M4N 3H4 | Bags                             |               | 238.66   |  |
|                   |   |                                  |               |          |  |
|                   |   |                                  |               |          |  |
|                   |   |                                  |               |          |  |
|                   |   |                                  |               |          |  |
|                   |   |                                  |               |          |  |

| Name   | Full Address | Description of Goods or Services | Date Received | Value \$     | Amount \$ Returned to Contributor or Paid to Clerk |
|--|--------------|----------------------------------|---------------|--------------|--|
|  |              |                                  |               |              |  |
| <input type="checkbox"/> Additional information is listed on separate supplementary attachment |              |                                  |               | <b>Total</b> | <b>238.66</b>                                      |

**Table 4: Contributions in goods or services from corporations or trade unions**  
 (Note: must also be recorded as expenses in Box C)

| Name (legal and carrying on business as)   | Full Address | President or Business Manager | Authorized Representative | Description of Goods or Services | Date Received | Value \$     | Amount \$ Returned to Contributor or Paid to Clerk |
|--|--------------|-------------------------------|---------------------------|----------------------------------|---------------|--------------|--|
| N/A  |              |                               |                           |                                  |               |              |  |
|  |              |                               |                           |                                  |               |              |  |
|  |              |                               |                           |                                  |               |              |  |
|  |              |                               |                           |                                  |               |              |  |
| <input type="checkbox"/> Additional information is listed on separate supplementary attachment |              |                               |                           |                                  |               | <b>Total</b> | 0  |

**Total Part II Contributions (Add Totals from Tables 1-4)**  
 (Record in Part I – Summary of Contributions)

**\$ 1,438.66** 1B

**Part III – Contributions from registrant or spouse**

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

| Description of Goods or Services | Date Received (yyyy/mm/dd) | Value \$ |
|----------------------------------|----------------------------|----------|
| N/A                              |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |

*JB*

Additional information is listed on separate supplementary attachment

Total Ø

**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 Not applicable

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

\$ \_\_\_\_\_ 2A  
X \_\_\_\_\_ 2B

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

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

**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. contributions of \$25 or less; market value of goods or services sold)

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. \_\_\_\_\_ + \$ \_\_\_\_\_  
2. \_\_\_\_\_ + \$ \_\_\_\_\_  
3. \_\_\_\_\_ + \$ \_\_\_\_\_  
4. \_\_\_\_\_ + \$ \_\_\_\_\_  
5. \_\_\_\_\_ + \$ \_\_\_\_\_  
6. \_\_\_\_\_ + \$ \_\_\_\_\_  
7. \_\_\_\_\_ + \$ \_\_\_\_\_  
8. \_\_\_\_\_ + \$ \_\_\_\_\_

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

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

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

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

Professional Designation of Auditor

|              |                   |
|--------------|-------------------|
| Municipality | Date (yyyy/mm/dd) |
|--------------|-------------------|

**Contact Information**

|                          |               |                |
|--------------------------|---------------|----------------|
| Last Name or Single Name | Given Name(s) | Licence Number |
|--------------------------|---------------|----------------|

|                |            |             |
|----------------|------------|-------------|
| Address        |            |             |
| Suite/Unit No. | Street No. | Street Name |

|              |          |             |
|--------------|----------|-------------|
| Municipality | Province | Postal Code |
|--------------|----------|-------------|

|                                     |               |
|-------------------------------------|---------------|
| Telephone No. (including area code) | Email Address |
|-------------------------------------|---------------|

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

*Not Applicable*

Personal information, if any, collected on this form is obtained under the authority of sections 88.29 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.

*Jeb*



**2018 MUNICIPAL ELECTION  
APPLICATION FOR A COMPLIANCE AUDIT OF A  
REGISTERED THIRD PARTY'S ELECTION CAMPAIGN FINANCES**

to be heard by the **Muskoka Compliance Audit Committee** for a Member Municipality, being the District Municipality of Muskoka, the Town of Bracebridge, the Town of Gravenhurst, the Town of Huntsville, the Township of Georgian Bay, the Township of Lake of Bays, and the Township of Muskoka Lakes.

**Contact Information of Applicant**

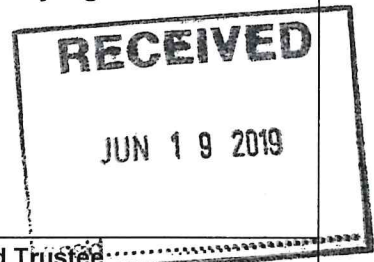
|                   |                    |
|-------------------|--------------------|
| Name:             | <i>DON FURNISS</i> |
| Address:          | [REDACTED]         |
| Telephone number: | [REDACTED]         |
| Email address:    | [REDACTED]         |

**Registered Third Party (RTP) Information**

|              |                                  |
|--------------|----------------------------------|
| Name of RTP: | <i>MUSKOKA LAKES ASSOCIATION</i> |
|--------------|----------------------------------|

**Application must be submitted to the Member Municipality where the third party registered.**

- |   |   |
|---|---|
| <input type="checkbox"/> District Municipality of Muskoka | <input type="checkbox"/> Township of Georgian Bay             |
| <input type="checkbox"/> Town of Bracebridge              | <input type="checkbox"/> Township of Lake of Bays             |
| <input type="checkbox"/> Town of Gravenhurst              | <input checked="" type="checkbox"/> Township of Muskoka Lakes |
| <input type="checkbox"/> Town of Huntsville               |   |



**Please note that a request for a Compliance Audit for a School Board Trustee must be directed to the Secretary of the applicable School Board.**

**Application by elector**

Subsection 88.35 (1) of the Municipal Elections Act, 1996, (Act) states:  
An elector who is entitled to vote in an election in a municipality and believes on reasonable grounds that a registered third party who is registered in relation to the election in the municipality has contravened a provision of this Act relating to campaign finances may apply for a compliance audit of the campaign finances of the registered third party in relation to third party advertisements, even if the registered third party has not filed a financial statement under section 88.29.

**Reasons for requesting Compliance Audit (attach additional documentation, if applicable)**

*SEE Pg 3 ATTACHED*

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**Deadline for filing Application**

Subsection 88.35 (3) of the Municipal Elections Act, 1996, (Act) provides that the Application must be made within 90 days after the latest of the following dates:

1. The filing date under section 88.30 - **June 27, 2019** would be the last day to file a compliance audit request for the December 31, 2018 reporting period (regular campaign period filing deadline is 2:00 p.m. on March 29, 2019).
2. The date the registered third party filed a financial statement, if the statement was filed within 30 days after the applicable filing date under section 88.30 – **July 29, 2019** would be the last day to file a compliance audit request for the December 31, 2018 reporting period (regular campaign period late filing deadline is 2:00 p.m. on April 29, 2019).
3. The supplementary filing date, if any, for the registered third party under section 88.30 - **December 27, 2019** would be the last day to file a compliance audit request for the June 30, 2019 supplementary reporting period (supplementary campaign period filing deadline is 2:00 p.m. on September 27, 2019).
4. The date on which the registered third party's extension, if any, under subsection 88.27 (3) expires – court granted extension.

**For more information please contact:**

The Clerk in the Member Municipality in which the Compliance Audit is being requested.

**Distribution of this Application**

Distribution of this Application will be shared with the Clerk of the Member Municipality, the Muskoka Compliance Audit Committee, the Auditor chosen to investigate this Application (if applicable), the Registered Third Party, and the public by way of an open Muskoka Compliance Audit Committee meeting agenda published on the website of the Member Municipality.

**Applicant Declaration**

I, the undersigned, make Application for a Compliance Audit, and do hereby declare that the information provided in this Application is complete and accurate to the best of my knowledge, that I have read the Application in full, and that I am an elector who is entitled under the *Municipal Elections Act, 1996* to vote in a municipal election (at least 18 years old, a Canadian citizen, and a resident, owner or tenant of land or spouse of owner or tenant).

  
Signature of Applicant

15/06/2019  
Date (dd/mm/yyyy)

**Municipal Use**

Application for a Compliance Audit received by the Clerk for the Township of Muskoka Lakes

  
Signature of Clerk or Designate

19/06/19  
Date (dd/mm/yyyy)

*Personal Information included in this Application is collected under the authority of the Municipal Elections Act, 1996, and will be utilized for the processing of the request for a Compliance Audit of a registered third party's election campaign finances. Any questions regarding the collection of this information should be directed to the Clerk of the member municipality.*

**Alternate formats of this document are available upon request.**



**REASONS FOR APPLICATION OF AUDIT EXPENSES FOR “MUSKOKA LAKES ASSOCIATION” A REGISTERED THIRD PARTY ADVERTISER**

1. Is the Muskoka Lakes Association (MLA) eligible for registered third party status? While the organization may be incorporated for tax and liability issues, it does not sell goods and services to the general public. It is in fact an association of Muskoka Cottagers opposed to resort developments and for the preservation of the environment in Muskoka. It relies on membership fees and donations to fund its objectives. Associations are specifically prohibited from registering as third party advertisers according to Sec 88.6 (4) 2 of the Ontario Municipal Elections Act (OMEA).
  
2. MLA lists \$5,080 in expenditures, but there is no income recorded.
  - a.) What are the sources of the funds used for expenses?
  - b.) Are all the sources and uses of funds recorded? Who donated what amount? Are these identified in the bank statements and was a separate bank account opened specifically for third party advertising in Muskoka Lakes for the MLA ?
  - c.) Was a separate bank account opened in Gravenhurst for similar activities in that municipality or were expenses and income comingled?
  
3. Section 88.5 (2) 2 of the OMEA requires the name, business address and phone numbers on all advertising materials of registered third parties. This was absent from several signs jointly posted with the Friends of Muskoka. I believe the OMEA was also violated on other advertising and robo phone calls as well.
  
4. No declaration was made for signage expenses. In fact signs and signage hardware was widely placed throughout the Township of Muskoka Lakes.

**Instructions:**

All registrants must complete Boxes A, B, C and D and Schedule 1. All registrants must complete Schedule 2 as appropriate. Registrants 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 registrant or, if the registrant is an individual, their spouse) shall be paid immediately over to the clerk who was responsible for the conduct of the election.

For the campaign period from 

|      |    |    |
|------|----|----|
| YYYY | MM | DD |
| 2018 | 01 | 01 |

 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 Registrant**

Name of Registrant (individual, trade union or corporation)

MUSKOKA LAKES ASSOCIATION

Official Representative (name of person signing on behalf of trade union or corporation)

Last Name or Single Name

OSLER

Given Name(s)

LAWTON

Municipality

TOWNSHIP OF MUSKOKA LAKES

Spending Limit - General

\$ 5837.45

Spending Limit - Parties and Other Expressions of Appreciation

\$

**Box B: Declaration**

I, LAWTON OSLER, a registrant (or official representative)

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

*Lawton Oslor*

Signature of Registrant (or Official Representative)

2019/02/21

Date (yyyy/mm/dd)

| Date Filed (yyyy/mm/dd) | Time Filed | Initial of Registrant, Official Representative or Agent (if filed in person) | Signature of Clerk or Designate |
|-------------------------|------------|--|---------------------------------|
| 2019/03/06              | 2:22 pm    | Lawton   | <i>CMink</i>                    |

**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)                           | + \$        | _____           |
| Revenue from items \$25 or less  | + \$        | _____           |
| 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. _____   | + \$        | _____           |
| 4. _____   | + \$        | _____           |
| 5. _____   | + \$        | _____           |
| <b>Total Campaign Income (Do not include loan)</b>                                       | <b>= \$</b> | <b>_____ C1</b> |

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

**Expenses subject to general spending limit**

|  |             |                    |
|--|-------------|--------------------|
| Advertising  | + \$        | 507.43             |
| Brochures/flyers   | + \$        | 354.87             |
| Signs (including sign deposit)   | + \$        | _____              |
| Meetings hosted  | + \$        | _____              |
| Office expenses incurred until voting day                                  | + \$        | _____              |
| Phone and/or internet expenses incurred until voting day                   | + \$        | 1202.88            |
| Salaries, benefits, honoraria, professional fees incurred until voting day | + \$        | 2982.50            |
| Bank charges incurred until voting day                                     | + \$        | 32.50              |
| Interest charged on loan until voting day                                  | + \$        | _____              |
| Other (provide full details)   |             |                    |
| 1. _____   | + \$        | _____              |
| 2. _____   | + \$        | _____              |
| 3. _____   | + \$        | _____              |
| 4. _____   | + \$        | _____              |
| 5. _____   | + \$        | _____              |
| <b>Total Expenses subject to general spending limit</b>                    | <b>= \$</b> | <b>5,080.13 C2</b> |

**EXPENSES**

**Expenses subject to spending limit for parties and other expressions of appreciation**

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

**Expenses not subject to spending limit**

|   |      |                 |
|---|------|-----------------|
| 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  | + \$ | _____           |
| Interest charged on loan after voting day                                     | + \$ | _____           |
| Expenses related to recount   | + \$ | _____           |
| Expenses related to controverted election                                     | + \$ | _____           |
| Expenses related to compliance audit  | + \$ | _____           |
| Expenses related to a registrant'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>C4</b> |

**Total Campaign Expenses (C2 + C3 + C4) = \$ 5,080.13 C5**

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

|  |      |                             |
|--|------|-----------------------------|
| Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 - C5)                | + \$ | _____ <b>D1</b>             |
| If there is a surplus, deduct any refund of registrant's or spouse's contributions to the campaign | - \$ | _____                       |
| Surplus (or deficit) for the campaign  | = \$ | <u>(5,080.13)</u> <b>D2</b> |

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 was responsible for the conduct of the election.

MLA

**Schedule 1 – Contributions**

**Part I – Summary of Contributions**

|   |                      |
|---|----------------------|
| Contributions in money from registrant and (if individual) spouse   | + \$ _____           |
| Contribution in goods and services from registrant and (if individual) 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 registrant or spouse). | + \$ _____           |
| Total value of contributions exceeding \$100 per contributor (from line 1B; list on page 6; 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 registrant or spouse).    | + \$ _____           |
| <b>Less:</b> Contributions returned 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>= \$ _____ 1A</b> |

**Part II – Contributions totalling more than \$100 – individuals other than registrant or spouse**

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

| Name   | Full Address | Date Received | Amount \$ Received | Amount \$ Returned to Contributor or Paid to Clerk |
|--|--------------|---------------|--------------------|--|
|  |              |               |                    |  |
|  |              |               |                    |  |
|  |              |               |                    |  |
|  |              |               |                    |  |
|  |              |               |                    |  |
|  |              |               |                    |  |
|  |              |               |                    |  |
|  |              |               |                    |  |
|  |              |               |                    |  |
|  |              |               |                    |  |
| <input type="checkbox"/> Additional information is listed on separate supplementary attachment |              |               | <b>Total</b>       |  |

**Table 2: Monetary contributions from corporations or trade unions**

| Name (legal and carrying on business as)   | Full Address | President or Business Manager | Authorized Representative | Date Received | Amount \$ Received | Amount \$ Returned to Contributor or Paid to Clerk |
|--|--------------|-------------------------------|---------------------------|---------------|--------------------|--|
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
|  |              |                               |                           |               |                    |  |
| <input type="checkbox"/> Additional information is listed on separate supplementary attachment |              |                               |                           |               | <b>Total</b>       |  |

**Table 3: Contributions in goods or services from individuals other than registrant or spouse**  
 (Note: must also be recorded as expenses in Box C)

| Name   | Full Address | Description of Goods or Services | Date Received | Value \$ | Amount \$ Returned to Contributor or Paid to Clerk |  |
|--|--------------|----------------------------------|---------------|----------|--|--|
|  |              |                                  |               |          |  |  |
|  |              |                                  |               |          |  |  |
|  |              |                                  |               |          |  |  |
|  |              |                                  |               |          |  |  |
|  |              |                                  |               |          |  |  |
|  |              |                                  |               |          |  |  |
|  |              |                                  |               |          |  |  |
| <input type="checkbox"/> Additional information is listed on separate supplementary attachment |              |                                  |               |          | <b>Total</b>                                       |  |

*mca*  
Page 5 of 8

**Table 4: Contributions in goods or services from corporations or trade unions**  
 (Note: must also be recorded as expenses in Box C)

| Name (legal and carrying on business as) | Full Address | President or Business Manager | Authorized Representative | Description of Goods or Services | Date Received | Value \$ | Amount \$ Returned to Contributor or Paid to Clerk |
|--|--------------|-------------------------------|---------------------------|----------------------------------|---------------|----------|--|
|  |              |                               |                           |                                  |               |          |  |
|  |              |                               |                           |                                  |               |          |  |
|  |              |                               |                           |                                  |               |          |  |
|  |              |                               |                           |                                  |               |          |  |

Additional information is listed on separate supplementary attachment **Total**

**Total Part II Contributions (Add Totals from Tables 1-4)**  
 (Record in Part I – Summary of Contributions) \$  1B

**Part III – Contributions from registrant or spouse**

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

| Description of Goods or Services | Date Received (yyyy/mm/dd) | Value \$ |
|----------------------------------|----------------------------|----------|
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |
|                                  |                            |          |

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

\$ \_\_\_\_\_ 2A  
X \_\_\_\_\_ 2B

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

**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. contributions of \$25 or less; market value of goods or services sold)

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. \_\_\_\_\_ + \$ \_\_\_\_\_  
2. \_\_\_\_\_ + \$ \_\_\_\_\_  
3. \_\_\_\_\_ + \$ \_\_\_\_\_  
4. \_\_\_\_\_ + \$ \_\_\_\_\_  
5. \_\_\_\_\_ + \$ \_\_\_\_\_  
6. \_\_\_\_\_ + \$ \_\_\_\_\_  
7. \_\_\_\_\_ + \$ \_\_\_\_\_  
8. \_\_\_\_\_ + \$ \_\_\_\_\_

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



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

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

Professional Designation of Auditor

|              |                   |
|--------------|-------------------|
| Municipality | Date (yyyy/mm/dd) |
|--------------|-------------------|

**Contact Information**

|                          |               |                |
|--------------------------|---------------|----------------|
| Last Name or Single Name | Given Name(s) | Licence Number |
|--------------------------|---------------|----------------|

|                |            |             |
|----------------|------------|-------------|
| Address        |            |             |
| Suite/Unit No. | Street No. | Street Name |

|              |          |             |
|--------------|----------|-------------|
| Municipality | Province | Postal Code |
|--------------|----------|-------------|

|                                     |               |
|-------------------------------------|---------------|
| Telephone No. (including area code) | Email Address |
|-------------------------------------|---------------|

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 88.29 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.



**2018 MUNICIPAL ELECTION  
APPLICATION FOR A COMPLIANCE AUDIT OF A  
CANDIDATE'S ELECTION CAMPAIGN FINANCES**

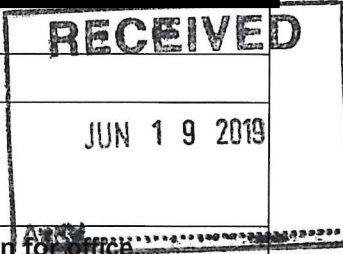
to be heard by the **Muskoka Compliance Audit Committee** for a Member Municipality, being the District Municipality of Muskoka, the Town of Bracebridge, the Town of Gravenhurst, the Town of Huntsville, the Township of Georgian Bay, the Township of Lake of Bays, and the Township of Muskoka Lakes.

**Contact Information of Applicant**

|                   |                    |
|-------------------|--------------------|
| Name:             | <i>Don Furniss</i> |
| Address:          | [REDACTED]         |
| Telephone number: | [REDACTED]         |
| Email address:    | [REDACTED]         |

**Candidate Information**

|                                     |  |
|-------------------------------------|--|
| Name of Candidate:                  | <i>Phil Harding</i>  |
| Office of Candidate:<br>(check one) | <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> District Chair<br><input type="checkbox"/> Ward Councillor <input type="checkbox"/> District Councillor |



**Application must be submitted to the Member Municipality where the Candidate ran for office.**

- |   |   |
|---|---|
| <input type="checkbox"/> District Municipality of Muskoka | <input type="checkbox"/> Township of Georgian Bay             |
| <input type="checkbox"/> Town of Bracebridge              | <input type="checkbox"/> Township of Lake of Bays             |
| <input type="checkbox"/> Town of Gravenhurst              | <input checked="" type="checkbox"/> Township of Muskoka Lakes |
| <input type="checkbox"/> Town of Huntsville               |   |

**Please note that a request for a Compliance Audit for a School Board Trustee must be directed to the Secretary of the applicable School Board.**

**Application by elector**

Subsection 88.33 (1) of the Municipal Elections Act, 1996, (Act) states:  
An elector who is entitled to vote in an election and believes on reasonable grounds that a candidate has contravened a provision of this Act relating to election campaign finances may apply for a compliance audit of the candidate's election campaign finances, even if the candidate has not filed a financial statement under section 88.25.

**Reasons for requesting Compliance Audit (attach additional documentation, if applicable)**

*SEE ATTACHED PAGES*



**Deadline for filing Application**

Subsection 88.33 (3) of the Municipal Elections Act, 1996, (Act) provides that the Application must be made within 90 days after the latest of the following dates:

1. The filing date under section 88.30 - **June 27, 2019** would be the last day to file a compliance audit request for the December 31, 2018 reporting period (regular campaign period filing deadline is 2:00 p.m. on March 29, 2019).
2. The date the candidate filed a financial statement, if the statement was filed within 30 days after the applicable filing date under section 88.30 – **July 29, 2019** would be the last day to file a compliance audit request for the December 31, 2018 reporting period (regular campaign period late filing deadline is 2:00 p.m. on April 29, 2019).
3. The candidate's supplementary filing date, if any, under section 88.30 - **December 27, 2019** would be the last day to file a compliance audit request for the June 30, 2019 supplementary reporting period (supplementary campaign period filing deadline is 2:00 p.m. on September 27, 2019).
4. The date on which the candidate's extension, if any, under subsection 88.23 (6) expires – court granted extension.

**For more information please contact:**

The Clerk in the Member Municipality in which the Compliance Audit is being requested.

**Distribution of this Application**

Distribution of this Application will be shared with the Clerk of the Member Municipality, the Muskoka Compliance Audit Committee, the Auditor chosen to investigate this Application (if applicable), the Candidate, and the public by way of an open Muskoka Compliance Audit Committee meeting agenda published on the website of the Member Municipality.

**Applicant Declaration**

I, the undersigned, make Application for a Compliance Audit, and do hereby declare that the information provided in this Application is complete and accurate to the best of my knowledge, that I have read the Application in full, and that I am an elector who is entitled under the *Municipal Elections Act, 1996* to vote in a municipal election (at least 18 years old, a Canadian citizen, and a resident, owner or tenant of land or spouse of owner or tenant).

Signature of Applicant

15/06/2019  
Date (dd/mm/yyyy)

**Municipal Use**

Application for a Compliance Audit received by the Clerk for the Tomshyp of Muskoka Lakes.

Signature of Clerk or Designate

19/06/19  
Date (dd/mm/yyyy)

*Personal Information included in this Application is collected under the authority of the Municipal Elections Act, 1996, and will be utilized for the processing of the request for a Compliance Audit of a candidate's election campaign finances. Any questions regarding the collection of this information should be directed to the Clerk of the member municipality.*

**Alternate formats of this document are available upon request.**

**REASONS FOR APPLICATION FOR AUDIT OF ELECTION EXPENSES FOR CANDIDATE PHIL HARDING**

1. The candidate used an electronic sign board in a neighbouring municipality on at least 2 occasions in the summer of 2018. This contravened the Ministry of Transport regulations related to posting electoral material adjacent to or on Category 1 highways (Hwy 400).
2. I have been told by at least 3 individuals ( I did not see it) that the candidate used aerial banner advertising around Minett with wording similar to “Elect Phil Harding for Mayor” This expense was **not** declared and subsequent checking indicates a fair market value of \$5,000 for a 3 hour display (airport to airport
3. The candidate used steel stake hardware to support most signage. I see no indication that the arms length fair market value for this component was a declared expense.
4. Not a specific concern for this candidate, I note that at least 2 candidates have declared CRA rates for mileage expenses. My question for the committee is should travel expenses be declared for all candidates.

**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  | to | YYYY    | MM  | DD  |
|   | 2 0 1 8 | 0 7 | 1 6 |    | 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

Harding

Given Name(s)

Phil

Office for which the candidate sought election

Mayor

Ward name or no. (if any)

Municipality

Township of Muskoka Lakes

Spending Limit - General

\$ 21,739.00


Spending Limit - Parties and Other Expressions of Appreciation

\$ 2173.92

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


**Box B: Declaration**

I, Phil Harding, 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

2018/12/19

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   |
| 2019/03/20              | 4:00pm     | PH   |  |



**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  | + \$        |           |
| 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>C4</b> |

**Total Campaign Expenses (C2 + C3 + C4)** = \$ 21,634.38 C5

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

|   |             |                      |    |
|---|-------------|----------------------|----|
| Excess (deficiency) of income over expenses (Income minus Total Expenses)<br>(C1 – C5)                              | + \$        | <u>-14.38</u>        | D1 |
| Eligible deficit carried forward by the candidate from the last election<br>(applies to 2018 regular election only) | - \$        | <u>          </u>    | D2 |
| <b>Total (D1 – D2)</b>  | <b>= \$</b> | <b><u>-14.38</u></b> |    |
| If there is a surplus, deduct any refund of candidate's or<br>spouse's contributions to the campaign                | - \$        | <u>          </u>    |    |
| Surplus (or deficit) for the campaign   | <b>= \$</b> | <b><u>-14.38</u></b> | 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   | + \$        |                     |
| Contributions in goods and services from candidate and spouse<br>(include value listed in Table 3 and Table 4)   | + \$        |                     |
| 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 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).    | + \$        | 21,620.00           |
| <b>Less:</b> Contributions returned 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>= \$</b> | <b>21,620.00</b> 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 |
|-------------------|-------------------|---------------|--------------------|--|
| Per attached List | See attached list |               | 20,970.00          |  |
|                   |                   |               |                    |  |
|                   |                   |               |                    |  |
|                   |                   |               |                    |  |
|                   |                   |               |                    |  |
|                   |                   |               |                    |  |
|                   |                   |               |                    |  |
|                   |                   |               |                    |  |
|                   |                   |               |                    |  |
|                   |                   |               |                    |  |
| <b>Total</b>      |                   |               | <b>20,970.00</b>   |  |

Additional information is listed on separate supplementary attachment



|                      | Address  | Donation Date |           |
|----------------------|--|---------------|-----------|
| Burgess Brad         | PO Box 147, 1010 Burns Street, Bala, ON P0C1A0             | 20-Aug-18     | \$ 220    |
| Claxton Jason        | 2906-183 WELLINGTON ST. W.                                 | 20-Aug-18     | \$ 1,200  |
| Green Lisa           | 133 Mildenhall Road, Toronto ON, M4N 3H4                   | 20-Aug-18     | \$ 1,200  |
| Roos Bridgette       | 43 Edenbridge Dr. Etobicoke, ON M9A3E8                     | 20-Aug-18     | \$ 1,200  |
| Bosomworth Robert    | 4-118 Bedford Rd Tornto M5r2k2                             | 22-Aug-18     | \$ 300    |
| Garratt Philip       | PO Box 68, Port Carling, ON P0B 1J0                        | 22-Aug-18     | \$ 1,000  |
| Faught George        | 2662 Bloor St West, Suite 1004, Toronto, On, M8X 2Z7       | 23-Aug-18     | \$ 250    |
| Rogers Edward        | 135 Dunvegan Road, Toronto, ON, M4V 2R2                    | 23-Aug-18     | \$ 500    |
| Munro Laurie         | 148 Hanna Rd, Toronto, ON M4G 3N7                          | 27-Aug-18     | \$ 300    |
| Cowan Susan          | 15 Leuty Avenue, Toronto, ON M4E 2R2                       | 31-Aug-18     | \$ 500    |
| McConnell Martin     | 60 St Leonard Ave, Toronto ON, M4N1K3                      | 31-Aug-18     | \$ 1,000  |
| Nash Rob             | 986 Line 5, Niagara-on-the-Lake, L0S1J0                    | 31-Aug-18     | \$ 100    |
| Niblett Stephen      | 26 Tobin island box 119Windermere ON P0B 1P0               | 31-Aug-18     | \$ 500    |
| Purves Robert        | 2705-2045 Lake Shore Blvd W Toronto M8V2Z6                 | 31-Aug-18     | \$ 300    |
| Carmichael Frances   | 13 Admiral Road, Toronto M5R 2L4                           | 03-Sep-18     | \$ 200    |
| Leak Robert          | #1017-98 Lillian St., Toronto M4S 0A5                      | 03-Sep-18     | \$ 250    |
| Hood Ken             | 15 Chestnut Park Rd, Toronto, Ontario , M4W1W4             | 08-Sep-18     | \$ 1,200  |
| Lang Karen           | 133 hazelton Ave. #703 Toronto M5R 0A6                     | 08-Sep-18     | \$ 1,200  |
| McConnell Rob        | 1291 - Unit 4 Royal York Rd. Toronto ON, M9A5E6            | 08-Sep-18     | \$ 350    |
| Sullivan Dan         | 65 Chestnut Park Road, Toronto M4W 1W7                     | 08-Sep-18     | \$ 250    |
| Young Gord           | 20 Farnham Avenue, Toronto, ON M4V 1H4                     | 08-Sep-18     | \$ 250    |
| Clark Doug           | 221 Carisbrooke Road East, North Vancouver BC V7N 4E8      | 13-Sep-18     | \$ 1,200  |
| Hogarth Chris        | 1031 Pinewood Ave, Oakville, On L6J 2A2                    | 13-Sep-18     | \$ 1,200  |
| White James          | 227 Kytton Blvd., Toronto M4R 1L6                          | 13-Sep-18     | \$ 1,200  |
| Bosomworth John      | 265 R60 Tobin Island, Port Carling, ON, P0B 1J0            | 17-Sep-18     | \$ 250    |
| Hogarth Geoff        | C/O Pioneer Group, 5500-1004 North Service Road, Burlingto | 17-Sep-18     | \$ 1,200  |
| Patterson Catherine  | 2 Old Mill Drive, PH8, Toronto, ON M6S 0A2                 | 17-Sep-18     | \$ 100    |
| Seagram Edward       | 10 Victor Ave, Toronto M4K 1A8                             | 17-Sep-18     | \$ 200    |
| Benson Bill          | 31 Sandringham Ave, Toronto                                | 25-Sep-18     | \$ 500    |
| Angus Arthur         | 11 Balmoral Avenue Toronto, ON M4V 1J5                     | 06-Oct-18     | \$ 500    |
| Wood Anita           | 110 Bloor Street West, Unit 1905, Toronto, Ontario M5S 2W7 | 06-Oct-18     | \$ 250    |
| Little Paul          | 1905-108 9th Avenue SW, Calgary AB T2P 0S9                 | 06-Oct-18     | \$ 500    |
| Lang Don             | 133 hazelton Ave. #703 Toronto M5R 0A6                     | 18-Dec-18     | \$ 1,000  |
| Richards Paul        | 2378 BAYVIEW AVE, Toronto Ontario M2L 1A1                  | 18-Dec-18     | \$ 500    |
| Vaughan Alan         | 502-2170 Marine Drive, Oakville, ON. L6L 5V1.              | 18-Dec-18     | \$ 100    |
| Total Cash Donations |  |               | \$ 20,970 |
| Maximum Allowed      |  |               | \$ 21,739 |
| Difference           |  |               | (\$769)   |



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

**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<br>(yyyy/mm/dd) | Supplier | Quantity     | Current Market 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 |            |
| <b>Total Part I (2A X 2B) (include in Part 1 of Schedule 1)</b> |          |    | = \$ _____ |

**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. _____   | + \$ _____ |            |
| <b>Total Part II (include in Part 1 of Schedule 1)</b> |            | = \$ _____ |

**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. _____  | + \$ _____ |            |
| <b>Total Part III (include under Income in Box C)</b> |            | = \$ _____ |

**Part IV – Expenses related to fundraising event or activity**

Provide details

|   |            |            |
|---|------------|------------|
| 1. _____  | + \$ _____ |            |
| 2. _____  | + \$ _____ |            |
| 3. _____  | + \$ _____ |            |
| 4. _____  | + \$ _____ |            |
| 5. _____  | + \$ _____ |            |
| 6. _____  | + \$ _____ |            |
| 7. _____  | + \$ _____ |            |
| 8. _____  | + \$ _____ |            |
| <b>Total Part IV Expenses (include under Expenses in Box C)</b> |            | = \$ _____ |

**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 &amp; Licensed Public Accountant

Municipality

Township of Muskoka Lakes

Date (yyyy/mm/dd)

2019/03/19

**Contact Information**

Last Name or Single Name

Burgess

Given Name(s)

John Bradley

Licence Number

1-21346

Address

Suite/Unit No.

Box147

Street No.

1010

Street Name

Burns St.

Municipality

Bala

Province

Ontario

Postal Code

P0C 1A0

Telephone No. (including area code)

705 762-4422

Email Address

bradburgessca@gmail.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.

# **BRAD BURGESS CHARTERED PROFESSIONAL ACCOUNTANT**

**1010 BURNS STREET**

**Bala, Ontario P0C1A0**

**Tel: 705-762-4422 Fax: 705-762-4322**

## **Independent Auditor's Report**

To: Phil Harding (the Candidate) and the Clerk of The Township of Muskoka Lakes

I have audited the accompanying Form 4 Financial Statement Return and related schedules of the Phil Harding Mayoral Campaign 2018 for the period July 16, 2018 to December 31, 2018. These financial statements have been prepared to comply with the financial reporting provisions of the Municipal Act, 1966 and guidelines issued by the Ministry of Municipal Affairs and Housing.

### **The Candidates Responsibility for the Financial Statements**

The Candidate is responsible for the preparation of the Form 4 Financial Statement Return in accordance with the financial reporting provisions of the Municipal Elections Act, 1996 and guidance issued by the Ministry of Municipal Affairs and Housing, and for such internal control as the candidate determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of the material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the candidate's preparation of the Form 4 Financial Statement Return 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 controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the candidate, as well as evaluating the overall presentation of the Form 4 Financial Statement Return.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my qualified opinion.

### **Basis for Qualified Opinion**

Due to the inherent nature of the transactions of a campaign, the completeness of contributions and other revenue and expenses is not susceptible of satisfactory audit verification. Accordingly, my verification of these amounts was limited to the amounts recorded in the candidate's accounting records and I was not able to determine whether any adjustments might be necessary to contributions and other revenues, expenses, assets, liabilities or surplus.

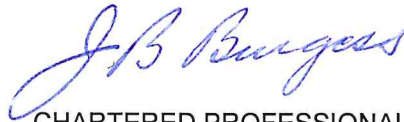
### **Qualified Opinion**

In my opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the Form 4 Financial Statement Return of the Candidate presents fairly, in all material respects, the results of the Campaign's operations for the period July 16, 2018 to December 31, 2018 in accordance with the reporting provisions of the Municipal Elections Act, 1996 and guidance issued by the Ministry of Municipal Affairs and Housing.

### **Basis of Accounting and Restriction on Use**

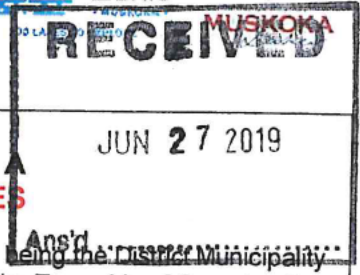
The Form 4 Financial Statement Return is prepared to assist the candidate to meet the requirements of the Municipal Elections Act, 1996. As a result, the Form 4 Financial Statement Return may not be suitable for another purpose. My report is intended solely for the Candidate and the Clerk of the Municipality and should not be used by parties other than the Candidate or the Clerk.

Bala, Ontario  
March 19, 2019



CHARTERED PROFESSIONAL ACCOUNTANT  
LICENSED PUBLIC ACCOUNTANT

DELIVERED BY HAND JUNE 27, 2019



**2018 MUNICIPAL ELECTION  
APPLICATION FOR A COMPLIANCE AUDIT OF A  
CANDIDATE'S ELECTION CAMPAIGN FINANCES**

JUN 27 2019

to be heard by the **Muskoka Compliance Audit Committee** for a Member Municipality, ~~being the District Municipality~~ of Muskoka, the Town of Bracebridge, the Town of Gravenhurst, the Town of Huntsville, the Township of Georgian Bay, the Township of Lake of Bays, and the Township of Muskoka Lakes.

**Contact Information of Applicant**

|                   |                |
|-------------------|----------------|
| Name:             | HEATHER BONETT |
| Address:          | [REDACTED]     |
| Telephone number: | [REDACTED]     |
| Email address:    | [REDACTED]     |

**Candidate Information**

|                                     |  |
|-------------------------------------|--|
| Name of Candidate:                  | FRANK JAGLOWITZ  |
| Office of Candidate:<br>(check one) | <input type="checkbox"/> Mayor <input type="checkbox"/> District Chair<br><input type="checkbox"/> Ward Councillor <input checked="" type="checkbox"/> District Councillor |

**Application must be submitted to the Member Municipality where the Candidate ran for office.**

- District Municipality of Muskoka
- Township of Georgian Bay
- Town of Bracebridge
- Township of Lake of Bays
- Town of Gravenhurst
- Township of Muskoka Lakes
- Town of Huntsville

**Please note that a request for a Compliance Audit for a School Board Trustee must be directed to the Secretary of the applicable School Board.**

**Application by elector**

Subsection 88.33 (1) of the Municipal Elections Act, 1996, (Act) states:  
An elector who is entitled to vote in an election and believes on reasonable grounds that a candidate has contravened a provision of this Act relating to election campaign finances may apply for a compliance audit of the candidate's election campaign finances, even if the candidate has not filed a financial statement under section 88.25.

**Reasons for requesting Compliance Audit (attach additional documentation, if applicable)**

AS STATED IN WRITING JUNE 27, 2019 LETTER TO MS. MORTIMER, TOWNSHIP OF MUSKOKA LAKES INCLUDING TEN ITEMS DESCRIBING QUESTIONABLE ACTIONS BY MR. F. JAGLOWITZ, AND SIGNED BY LOOPSTRA NIXON LLP, PER: QUINTO M. ANNIBALE - ATTACHED HERE.





**Deadline for filing Application**

Subsection 88.33 (3) of the Municipal Elections Act, 1996, (Act) provides that the Application must be made within 90 days after the latest of the following dates:

1. The filing date under section 88.30 - **June 27, 2019** would be the last day to file a compliance audit request for the December 31, 2018 reporting period (regular campaign period filing deadline is 2:00 p.m. on March 29, 2019).
2. The date the candidate filed a financial statement, if the statement was filed within 30 days after the applicable filing date under section 88.30 – **July 29, 2019** would be the last day to file a compliance audit request for the December 31, 2018 reporting period (regular campaign period late filing deadline is 2:00 p.m. on April 29, 2019).
3. The candidate's supplementary filing date, if any, under section 88.30 - **December 27, 2019** would be the last day to file a compliance audit request for the June 30, 2019 supplementary reporting period (supplementary campaign period filing deadline is 2:00 p.m. on September 27, 2019).
4. The date on which the candidate's extension, if any, under subsection 88.23 (6) expires – court granted extension.

**For more information please contact:**

The Clerk in the Member Municipality in which the Compliance Audit is being requested.

**Distribution of this Application**

Distribution of this Application will be shared with the Clerk of the Member Municipality, the Muskoka Compliance Audit Committee, the Auditor chosen to investigate this Application (if applicable), the Candidate, and the public by way of an open Muskoka Compliance Audit Committee meeting agenda published on the website of the Member Municipality.

**Applicant Declaration**

I, the undersigned, make Application for a Compliance Audit, and do hereby declare that the information provided in this Application is complete and accurate to the best of my knowledge, that I have read the Application in full, and that I am an elector who is entitled under the *Municipal Elections Act, 1996* to vote in a municipal election (at least 18 years old, a Canadian citizen, and a resident, owner or tenant of land or spouse of owner or tenant).

Walter J. Bonett  
Signature of Applicant

27/06/2019  
Date (dd/mm/yyyy)

**Municipal Use**

Application for a Compliance Audit received by the Clerk for the Township of Muskoka Lakes.

[Signature]  
Signature of Clerk or Designate

27/06/19  
Date (dd/mm/yyyy)

*Personal Information included in this Application is collected under the authority of the Municipal Elections Act, 1996, and will be utilized for the processing of the request for a Compliance Audit of a candidate's election campaign finances. Any questions regarding the collection of this information should be directed to the Clerk of the member municipality.*

**Alternate formats of this document are available upon request.**



Quinto M. Annibale\*  
\*Quinto M. Annibale Professional Corporation  
Tel: (416) 748-4757  
Email: [gannibale@loonix.com](mailto:gannibale@loonix.com)

**BY PERSONAL SERVICE**

June 27, 2019

Township of Muskoka Lakes  
Municipal Offices  
1 Bailey St  
Port Carling, Ontario  
POB 1J0

Attention: Cheryl Mortimer – Township Clerk

Dear Ms. Mortimer:

**Re: Request for Compliance Audit  
Subsection 88.33(1) of the *Municipal Elections Act*, 1996  
Frank Jaglowitz – Candidate for District and Township Councillor representing  
Township of Muskoka Lakes Ward C**

We represent Heather Bonnet, a resident of the Township of Muskoka Lakes and qualified elector for the purposes of subsection 88.33(1) of the *Municipal Elections Act*, 1996. Our client has reviewed the financial statement filed by Frank Jaglowitz with respect to his 2018 election campaign for District Councillor in Ward C of the Township of Muskoka Lakes. Based on this review and her knowledge of his campaign activities, our client believes on reasonable grounds that Frank Jaglowitz contravened numerous provisions of the *Municipal Elections Act* and therefore hereby requests a compliance audit of Mr. Jaglowitz's election campaign finances.

The grounds for our clients' request include the following:

1. During the campaign, Mr. Jaglowitz operated a website in order to promote his candidacy at <http://frankjaglowitz4council.com>. From a review of the financial statement, it is unclear whether or how the expenses incurred by Mr. Jaglowitz in connection with this website, such as design costs or hosting fees, were accounted for.
2. A review of Mr. Jaglowitz's financial statement reveals that the declared campaign income and expenses, in the amount of \$8,994.39, were identical to the cent. It is highly improbable that there would be no surplus or deficit whatsoever as a result of Mr. Jaglowitz's campaign activities and in our submission further investigation is warranted through a compliance audit.
3. It is not clear from the filings provided by Mr. Jaglowitz whether a separate bank account was opened with respect to his campaign as required by the *Municipal Elections Act*. Confirmation that this requirement was met along with copies of the campaign account's



bank statements should be provided.

4. The only source of income disclosed through the financial statement are cash contributions and goods and services provided by individuals other than from the candidate or spouse. The first cash contribution is listed as having been received on August 8, 2018 in the amount of \$127 with the bulk of the contributions received in September and October of 2018. In spite of this, our client has reason to believe that the candidate incurred campaign expenses in advance of receiving any cash contributions. It is not clear from the financial statement how the candidate funded these activities given that he did not disclose any contributions from himself to the campaign. If expenses were incurred personally and then later paid back through cash contributions received from third parties, this would have to be disclosed in the financial statement.
5. Related to item 4, the candidate did not disclose any personal contributions to his campaign whatsoever. A compliance audit is warranted to confirm whether this is accurate.
6. The financial statement discloses that Mr. Jaglowitz received a cash contribution of \$1200 from "Oliver Bock" on September 8, 2018. The address listed for Mr. Bock is in Vancouver, British Columbia. Pursuant to the *Municipal Elections Act* only individuals who are normally resident in Ontario are permitted to make campaign contributions. On its face then, this contribution represents a clear violation of the requirements of the *Municipal Elections Act*.
7. The financial statement lists a "Meet and Greet Benefit" as one of the "Goods or Services" received by the candidate during the campaign period. A value of \$50 is attributed to this event however it is unclear how this value was arrived at or whether it is accurate. More details are required as to the nature of the event in order to determine whether the reported value is in fact correct.
8. During the course of the campaign Mr. Jaglowitz made repeated references to an appeal that he filed to the Local Planning Appeal Tribunal of certain conditions of approval of a condominium description in the Township of Muskoka Lakes related to the expansion and redevelopment of the Touchstone Resort. In our submission, Mr. Jaglowitz used this appeal as a vehicle to provide free advertising in support of his election campaign and our client has reason to believe that the fees incurred by legal counsel and the planning consultant retained by Mr. Jaglowitz were paid for by others. Given the role that Mr. Jaglowitz's litigation before the LPAT played in providing advertising for his election campaign we submit that the legal fees incurred either by Mr. Jaglowitz personally or on his behalf ought to be ascribed to the campaign and should have been disclosed in his financial statement.
9. During the campaign, a series of robocalls went out to electors in the weeks leading up to the election, one of which using the voice of Martin Short, a well known Canadian actor. These calls were made in support of a number of candidates, including Mr. Jaglowitz. We have reason to believe that Mr. Jaglowitz coordinated with the individuals

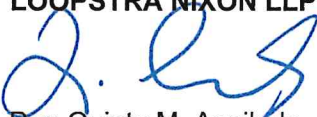


who organized the robocalls. In spite of this, the significant financial value of this campaign advertising has not been disclosed in the financial statements prepared by Mr. Jaglowitz.

10. The financial statement filed by Mr. Jaglowitz discloses that \$2,326.81 was spent on signs as part of the campaign. Based on the large number of signs observed during the election period from Mr. Jaglowitz's campaign, our client has reasonable grounds to believe that the expense disclosed by Mr. Jaglowitz with respect to signage is not accurate and was higher than what was reported.

Given the serious and numerous issues detailed above, in our submission a compliance audit is clearly warranted and we look forward to the Committee's full investigation of this matter.

I trust this is satisfactory, however should you require anything further please do not hesitate to contact the undersigned.

Yours truly,  
**LOOPSTRA NIXON LLP**  
  
Per: Quinto M. Annibale

cc:

**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 7 | 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  
Jaglowitz

 Given Name(s)  
Frank

 Office for which the candidate sought election  
District Councillor

 Ward name or no. (if any)  
Ward C

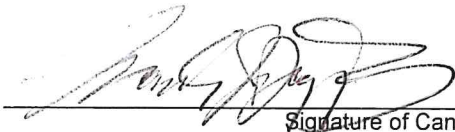
 Municipality  
Township of Muskoka Lakes

 Spending Limit - General  
\$ 10,243.65

 Spending Limit - Parties and Other Expressions of Appreciation  
\$ 1024.37

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


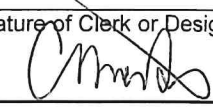
I, Frank Jaglowitz, declare that to the best of my knowledge and belief that these financial statements and attached supporting schedules are true and correct.



Signature of Candidate

2019/03/27

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   |
| 2019/03/27              | 10:22AM    |  |  |

**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)                          | + \$        | 8,993.96           |
| Revenue from items \$25 or less   | + \$        | _____              |
| Sign deposit refund   | + \$        | _____              |
| Revenue from fundraising events not deemed a contribution (from Part III of Schedule 2) | + \$        | _____              |
| Interest earned by campaign bank account  | + \$        | 0.43               |
| Other (provide full details)  |             |                    |
| 1. _____  | + \$        | _____              |
| 2. _____  | + \$        | _____              |
| 3. _____  | + \$        | _____              |
| 4. _____  | + \$        | _____              |
| 5. _____  | + \$        | _____              |
| <b>Total Campaign Income (Do not include loan)</b>                                      | <b>= \$</b> | <b>8,994.39 c1</b> |

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

**Expenses subject to general spending limit**

|  |             |                    |
|--|-------------|--------------------|
| Inventory from previous campaign used in this campaign (list details in Table 4 of Schedule 1) | + \$        | _____              |
| Advertising  | + \$        | 2,228.31           |
| Brochures/flyers   | + \$        | 3,638.81           |
| Signs (including sign deposit)   | + \$        | 2,326.81           |
| Meetings hosted  | + \$        | 50.00              |
| Office expenses incurred until voting day  | + \$        | _____              |
| Phone and/or internet expenses incurred until voting day                                       | + \$        | 198.69             |
| Salaries, benefits, honoraria, professional fees incurred until voting day                     | + \$        | _____              |
| Bank charges incurred until voting day   | + \$        | 251.77             |
| Interest charged on loan until voting day  | + \$        | _____              |
| Other (provide full details)   |             |                    |
| 1. _____   | + \$        | _____              |
| 2. _____   | + \$        | _____              |
| 3. _____   | + \$        | _____              |
| 4. _____   | + \$        | _____              |
| 5. _____   | + \$        | _____              |
| <b>Total Expenses subject to general spending limit</b>  | <b>= \$</b> | <b>8,694.39 c2</b> |

**EXPENSES**

**Expenses subject to spending limit for parties and other expressions of appreciation**

|   |             |                  |
|---|-------------|------------------|
| 1. Appreciation gift certificates (6@\$50)  | + \$        | 300.00           |
| 2. _____  | + \$        | _____            |
| 3. _____  | + \$        | _____            |
| 4. _____  | + \$        | _____            |
| 5. _____  | + \$        | _____            |
| <b>Total Expenses subject to spending limit for parties and other expressions of appreciation</b> | <b>= \$</b> | <b>300.00 c3</b> |

**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  | + \$        | _____           |
| 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>_____ C4</b> |

**Total Campaign Expenses (C2 + C3 + C4) = \$ 8,994.39 C5**

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

|   |             |      |           |
|---|-------------|------|-----------|
| Excess (deficiency) of income over expenses (Income minus Total Expenses)<br>(C1 – C5)                              | + \$        | 0.00 | D1        |
| Eligible deficit carried forward by the candidate from the last election<br>(applies to 2018 regular election only) | - \$        |      | D2        |
| <b>Total (D1 – D2)</b>  | <b>= \$</b> |      |           |
| If there is a surplus, deduct any refund of candidate's or<br>spouse's contributions to the campaign                | - \$        |      |           |
| Surplus (or deficit) for the campaign   | <b>= \$</b> |      | <b>D3</b> |

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   | + \$        |                    |
| Contributions in goods and services from candidate and spouse<br>(include value listed in Table 3 and Table 4)   | + \$        |                    |
| 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 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).    | + \$        | 8,993.96           |
| <b>Less:</b> Contributions returned 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>= \$</b> | <b>8,993.96 1A</b> |

**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 |
|---|--|---------------|--------------------|--|
| John & Mary Jaglowitz   | 2 Hillside Ave, Delhi, Ontario, N4B1Y1             | 2018/08/08    | 127.00             |  |
| Lisa Grogan-Green   | 133 Mildenhall Road, Toronto, Ontario, M4N3H4      | 2018/08/24    | 1,000.00           |  |
| Bob Nash  | 986 Line 5, Niagara-on-the-Lake, Ontario, L0S1J0   | 2018/08/30    | 100.00             |  |
| Bill Etherington  | 701-118 Yorkville Avenue, Toronto, Ontario, M5R1H5 | 2018/09/08    | 250.00             |  |
| Oliver Bock   | 3378 Radcliffe Ave, Vancouver, V7V1G6              | 2018/09/10    | 1,200.00           |  |
| Sloan Mandel  | 234 St. Leonards Ave, Toronto, Ontario, M4N1L1     | 2018/09/11    | 100.00             |  |
| Kevin Green   | 19 Lesmill Road, Suite 101, Toronto, M3B2T3        | 2018/09/12    | 1,200.00           |  |
| Michael Griffin   | 4167 Deer Run Court, Mississauga, Ontario, L5C3P2  | 2018/09/13    | 250.00             |  |
| Total carried forward from supplementary attachment Page 2  |  |               | 4,500.00           |  |
| <input checked="" type="checkbox"/> Additional information is listed on separate supplementary attachment |  |               | <b>Total</b>       |  |
|   |  |               | <b>8,727.00</b>    |  |



**Schedule 1 - Contributions**

**Part I – Summary of Contributions**

|  |             |           |
|--|-------------|-----------|
| Contributions in money from candidate and spouse   | + \$        |           |
| Contributions in goods and services from candidate and spouse<br>(include value listed in Table 3 and Table 4)   | + \$        |           |
| 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 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).    | + \$        |           |
| <b>Less:</b> Contributions returned 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>= \$</b> | <b>1A</b> |

**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 |
|--|---|---------------|--------------------|--|
| Supplementary attachment   | Page 1  |               |                    |  |
| Robert Bosomworth  | 118 Bedford Road, Unit 4, Toronto, Ontario, M5R2K2  | 2018/08/24    | 100.00             |  |
| Donald Lang  | 703 - 133 Hazelton Avenue, Toronto, Ontario, M5R0A6 | 2018/08/13    | 1,000.00           |  |
| Paul Richards  | 1 Heathbridge Park, Toronto, Ontario, N4G2Y6        | 2018/09/17    | 500.00             |  |
| John Curran  | 61 Ewing St., Bracebridge, Ontario, P1L2H7          | 2018/09/20    | 100.00             |  |
| Arthur and Marilyn Angus   | 11 Balmoral Ave., Toronto, Ontario, M4V1J5          | 2018/09/21    | 500.00             |  |
| Roger Gibson   | 1076 Cove Road, Bracebridge, Ontario, P1L1X2        | 2018/09/21    | 250.00             |  |
| Donald Newton  | 241-1805 Peninsula Road, Minett, Ontario, P0B1G0    | 2018/09/25    | 500.00             |  |
| Total carried forward to Page 2  |   |               |                    |  |
| <input type="checkbox"/> Additional information is listed on separate supplementary attachment |   |               | <b>Total</b>       | <b>2,950.00</b>                                    |

**Schedule 1 - Contributions**

**Part I – Summary of Contributions**

|  |             |           |
|--|-------------|-----------|
| Contributions in money from candidate and spouse   | + \$        |           |
| Contributions in goods and services from candidate and spouse<br>(include value listed in Table 3 and Table 4)   | + \$        |           |
| 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 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).    | + \$        |           |
| <b>Less:</b> Contributions returned 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>= \$</b> | <b>1A</b> |

**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 |
|--|---|---------------|--------------------|--|
| Supplementary attachment   | Page 2  |               |                    |  |
| Total carried forward from Page 1  |   |               | 2,950.00           |  |
| Dallas Grogan  | 561 Avenue Road, Apt 303,<br>Toronto, Ontario, M4V2J8 | 2018/10/01    | 200.00             |  |
| Frank Tkach  | 100 Chancery Drive,<br>Ancaster, Ontario, L9G4M1      | 2018/10/05    | 150.00             |  |
| Andrew Burgess   | 69 Dawlish Avenue,<br>Toronto, Ontario, M4N1H2        | 2018/10/11    | 1,200.00           |  |
|  |   |               |                    |  |
|  |   |               |                    |  |
|  |   |               |                    |  |
| Total carried forward to Table 1   |   |               |                    |  |
| <input type="checkbox"/> Additional information is listed on separate supplementary attachment |   |               | <b>Total</b>       | <b>4,500.00</b>                                    |

**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 \$      |
|--|--|----------------------------------|----------------------------|---------------|
| Bob Nash   | 986 Line 5, Niagara-on-the-Lake, Ontario, L0S1J0   | T-Shirts                         | 2018/09/05                 | 216.96        |
| Joan Booth and Jean Hickey   | 1466 Peninsula Rd, Port Sandfield, Ontario, P0B1J0 | Meet and Greet benefit           | 2018/08/18                 | 50.00         |
|  |  |                                  |                            |               |
|  |  |                                  |                            |               |
|  |  |                                  |                            |               |
|  |  |                                  |                            |               |
|  |  |                                  |                            |               |
|  |  |                                  |                            |               |
| <input type="checkbox"/> Additional information is listed on separate supplementary attachment |  |                                  | <b>Total</b>               | <b>266.96</b> |

**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) **\$ 8,993.96 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 \$     |
|--|----------------------------|--------------|
|  |                            |              |
|  |                            |              |
|  |                            |              |
|  |                            |              |
|  |                            |              |
|  |                            |              |
|  |                            |              |
|  |                            |              |
| <input type="checkbox"/> Additional information is listed on separate supplementary attachment |                            | <b>Total</b> |

**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<br>(yyyy/mm/dd) | Supplier | Quantity | Current Market<br>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)

Number of tickets sold

|   |       |       |           |            |
|---|-------|-------|-----------|------------|
|   | \$    |       | <b>2A</b> |            |
|   | _____ |       |           |            |
| X |       | _____ | <b>2B</b> |            |
|   |       | _____ |           | = \$ _____ |

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

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

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

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

**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

|              |                   |
|--------------|-------------------|
| Municipality | Date (yyyy/mm/dd) |
|--------------|-------------------|

**Contact Information**

|                          |               |                |
|--------------------------|---------------|----------------|
| Last Name or Single Name | Given Name(s) | Licence Number |
|--------------------------|---------------|----------------|

|                |            |             |
|----------------|------------|-------------|
| Address        |            |             |
| Suite/Unit No. | Street No. | Street Name |

|              |          |             |
|--------------|----------|-------------|
| Municipality | Province | Postal Code |
|--------------|----------|-------------|

|                                     |               |
|-------------------------------------|---------------|
| Telephone No. (including area code) | Email Address |
|-------------------------------------|---------------|

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.