



Financial Statement - Auditor's Report
Candidate - Form 4

Municipal Elections Act, 1996 (Section 86.25)

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) 2 0 1 8 | 0 7 | 0 4 to 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 (Leroux), Given Name(s) (Pierre), Office for which the candidate sought election (Mayor), Ward name or no. (if any), Municipality (Russell), Spending Limit - General (\$ 17,955.85), Spending Limit - Parties and Other Expressions of Appreciation (\$ 1795.59)

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

Box B: Declaration

I, Pierre Leroux, 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 (handwritten signature)

Date (yyyy/mm/dd) 2019/03/13

Date Filed (yyyy/mm/dd) 2019/03/13, Time Filed 1:09 p.m., Initial of Candidate or Agent (if filed in person) PL, Signature of Clerk or Designate (handwritten signature)

Box C: Statement of Campaign Income and Expenses

LOAN

Name of bank or recognized lending institution _____

Amount borrowed \$ _____

INCOME

Total amount of all contributions (from line 1A in Schedule 1)	+ \$	12,814.50
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	+ \$	_____
Other (provide full details)		
1. _____	+ \$	_____
2. _____	+ \$	_____
3. _____	+ \$	_____
4. _____	+ \$	_____
5. _____	+ \$	_____
Total Campaign Income (Do not include loan)	= \$	12,814.50 C1

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)	+ \$	2,414.50
Advertising	+ \$	3,473.75
Brochures/flyers	+ \$	862.72
Signs (including sign deposit)	+ \$	2,596.34
Meetings hosted	+ \$	704.50
Office expenses incurred until voting day	+ \$	_____
Phone and/or internet expenses incurred until voting day	+ \$	_____
Salaries, benefits, honoraria, professional fees incurred until voting day	+ \$	_____
Bank charges incurred until voting day	+ \$	19.00
Interest charged on loan until voting day	+ \$	_____
Other (provide full details)		
1. Election night	+ \$	391.92
2. Promotional videos	+ \$	1,520.01
3. Website charges	+ \$	45.18
4. _____	+ \$	_____
5. _____	+ \$	_____
Total Expenses subject to general spending limit	= \$	12,027.92 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 limits

Accounting and audit	+ \$	1,826.55	
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	+ \$	11.00	
Expenses related to recount	+ \$		
Expenses related to controverted election	+ \$		
Expenses related to compliance audit	+ \$		
Expenses related to candidate's disability (provide full details)			
1. _____	+ \$		
2. _____	+ \$		
3. _____	+ \$		
4. _____	+ \$		
5. _____	+ \$		
Other (provide full details)			
1. _____	+ \$		
2. _____	+ \$		
3. _____	+ \$		
4. _____	+ \$		
5. _____	+ \$		
Total Expenses not subject to spending limits	= \$	1,837.55	C4

Total Campaign Expenses (C2 + C3 + C4) = \$ 13,865.47 C5

Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 - C5)	+ \$	-1,050.97	D1
Eligible deficit carried forward by the candidate from the last election (applies to 2016 regular election only)	- \$		D2
Total (D1 - D2)	= \$	-1,050.97	
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	- \$		
Surplus (or deficit) for the campaign	= \$	-1,050.97	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 (include value listed in Table 3 and Table 4)	+ \$ <u>2,414.50</u>
Total value of contributions not exceeding \$100 per contributor • Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor is \$100 or less (do not include contributions from candidate or spouse).	+ \$ _____
Total value of contributions exceeding \$100 per contributor (from line 1B on page 5; list details in Table 1 and Table 2) • Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor exceeds \$100 (do not include contributions from candidate or spouse).	+ \$ <u>10,400.00</u>
Less: Contributions returned or payable to the contributor	- \$ _____
Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25	- \$ _____
Total Amount of Contributions (record under income in Box C)	= \$ <u>12,814.50</u> 1A

Part II - Contributions exceeding \$100 per contributor - Individuals other than candidate or spouse

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

Name	Full Address	Date Received	Amount Received \$	Amount \$ Returned to Contributor or Paid to Clerk
Reynald Patenaude	900 route 500, Russell Ontario K4R 1E5	2018/08/15	1,200.00	
Bruce Nicol	233 Metcalfe St., Russell Ontario K2P 2C2	2018/08/28	500.00	
John Corvinelli	24 Dentrex RD, Russell Ontario K4R 1A7	2018/09/06	1,000.00	
Tony Corvinelli	469 Church ST, Russell Ontario K4R 1A7	2018/09/09	1,000.00	
Jean Decoeur	1570 Jonquille Way, Cumberland Ontario K4C 1C2	2018/09/14	1,000.00	
Ron Theriault	21630 Route 400W, Limoges Ontario K0A 2M0	2018/09/19	750.00	
Lucie Lapointe	21630 Route 400W, Limoges Ontario K0A 2M0	2018/09/19	750.00	
Alain Lapointe	1135 St-Joseph, Embrun Ontario K0A 1W0	2018/09/19	750.00	
Charles Clement	543 Cecil, Hawkesbury Ontario K6A 2Y2	2018/09/17	500.00	
Total			7,450.00	

Additional information is listed on separate supplementary attachment

Schedule 1 - Contributions

Part I - Summary of Contributions

Contributions in money from candidate and spouse	+ \$	
Contributions in goods and services from candidate and spouse (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).	+ \$	
Less: Contributions returned or payable to the contributor	- \$	
Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25	- \$	
Total Amount of Contributions (record under Income in Box C)	= \$	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
Francis Drouin	115 Broadway Ave, Russell Ontario K4R 0B5	2018/09/20	250.00	
Robert Bourdeau	P.O.Box 1290, Embrun Ontario K0A 1W0	2018/10/24	500.00	
Benoit Desforges	4190 Conc 14, Fournier Ontario K0B 1G0	2018/09/20	200.00	
François Lapointe	1195 Notre-Dame st., Embrun Ontario K0A 1W0	2018/09/21	750.00	
Eric Chartrand	2553 Wihaen Dr., Cumberland Ontario K4C 1M7	2018/09/28	250.00	
Renée Patenaude	3037 Grégoire, Russell Ontario K4R 1E5	2018/10/04	500.00	
Etienne Patenaude	2921 Grégoire, Russell Ontario K4R 1E5	2018/10/04	500.00	
Total from previous page			7,450.00	
<input type="checkbox"/> Additional information is listed on separate supplementary attachment		Total	10,400.00	

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 \$
Total				

Additional information is listed on separate supplementary attachment

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) **\$ 10,400.00 1B**

Part III – Contributions from candidate or spouse

Table 3: Contributions in goods or services

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

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

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

Description	Date Acquired (yyyy/mm/dd)	Supplier	Quantity	Current Market Value \$
Existing Signs Small 16"x24"	2014/11/01		275	1,325.50
Existing Signs Large 48"x96"	2014/11/01		22	1,089.00
<input type="checkbox"/> Additional information is listed on separate supplementary attachment				Total
				2,414.50

Schedule 2 – Fundraising Events and Activities

Fundraising Event/Activity

Complete a separate schedule for each event or activity held

Additional schedule(s) attached

Description of fundraising event/activity _____

Date of event/activity (yyyy/mm/dd) _____

Part I – Ticket revenue

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

Number of tickets sold

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

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

Part II – Other revenue deemed a contribution

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

Provide details

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

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

= \$ _____

Part III – Other revenue not deemed a contribution

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

Provide details

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

Total Part III (include under income in Box C)

= \$ _____

Part IV – Expenses related to fundraising event or activity

Provide details

- 1. _____ + \$ _____
- 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.



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Independent Auditor's Report

To Mrs. Joanne Camiré Laflamme, Russell Township, Clerk officer, Russell

Qualified Opinion

We have audited the Financial Statement - Auditor's Report Candidate Form 4 (the Financial Statement) of Pierre Leroux (the Candidate), which comprises the Statement of Campaign Income and Expenses and Calculation of Surplus or Deficit for the period from July 4, 2018 to December 31, 2018 (relating to the election held on October 22, 2018), and other explanatory information.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* paragraph, the accompanying Financial Statement of the Candidate for the period from July 7, 2018 to December 31, 2018 (relating to the election held on October 22, 2018) is prepared, in all material respects, in accordance with Section 88 of the Municipal Elections Act, 1996 (the Act).

Basis for Qualified Opinion

Due to the nature of the types of transactions inherent in an election campaign, the completeness of donations of goods and services and receipts and disbursements is not susceptible to satisfactory audit verification. Accordingly, our verification of these transactions was limited to the amounts recorded in the accounting records of the Candidate. Therefore we were not able to determine whether any adjustments might be necessary to income and expenses and surplus / deficit.

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

Emphasis of Matter - Basis of Accounting and Restriction on Distribution and Use

The Financial Statement is prepared to assist the Candidate to meet the requirements of the Act referred to above. As a result, the Financial Statement may not be suitable for another purpose. Our report is intended solely for the Candidate and Joanne Camiré Laflamme, City Clerk, Russell and should not be distributed to or used by parties other than the Candidate and Joanne Camiré Laflamme, City Clerk, Russell. Our opinion is not modified in this manner.

Responsibilities of the Candidate for the Financial Statement

The Candidate is responsible for the preparation of the Financial Statement in accordance with the Act, and for such internal control as the Candidate determines is necessary to enable the preparation of the Financial Statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities for the Audit of the Financial Statement

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



but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the Financial Statement.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

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

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

BDO Canada LLP

Chartered Professional Accountants, Licensed Public Accountants

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PO Box 128
Embrun, Ontario
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February 19, 2019