

Municipal Elections Act, 1996 (Section 78)

Instructions:

All candidates must complete Boxes A and B. Candidates who receive contributions or incur expenses beyond the nomination fee 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 his or her 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) 2014/01/27 to 2014/12/31

Check box marked: Primary filing reflecting finances to December 31 (or 45<sup>th</sup> day after voting day in a by-election)

Check box unmarked: Supplementary filing including finances after December 31 (or 45<sup>th</sup> day after voting day in a by-election)

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

Candidate’s name as shown on the ballot

Last name: Muirhead

Given Name(s): Matthew

Name of office for which the candidate sought election: Councilor

Ward name or number (if any): Kanata North – ward 4

Name of Municipality: Ottawa

Spending limit issued by clerk: \$ 24,191.30

Check box unmarked: I did not accept any contributions or incur expenses other than the nomination fee (Complete Box A and B only)

**Box B: Declaration**

I, Matthew Muirhead, a candidate in the municipality of the City of Ottawa, hereby declare that to the best of my knowledge and belief that these financial statements and attached supporting schedules are true and correct.

Declared before Catherine Grace Bergeron in the City of Ottawa on 2015/03/27

Signature of Clerk or Commissioner

Date Filed in the Clerk's Office (Year/Month/Day): 2015/03/27 12:05 pm

Signature of Candidate

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

### **Loan**

Name of bank or recognized lending institution: TD Canada Trust

Amount borrowed: \$0.00

### **Income**

Total amount of all contributions (From line 1A in Schedule 1): \$ 20,556.49

Refund of nomination filing fee: \$ 100.00

Sign deposit refund: \$ 0.00

Revenue from fund-raising events not deemed a contribution (from Part 3 of Schedule 2): \$ 0.00

Interest earned by campaign bank account: \$ 0.00

Other (provide full details): No Other Income

Line C1: Total Campaign Income (Do not include loan): \$ 20,656.49

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

#### **Expenses subject to spending limit**

Nomination filing fee: \$ 100.00

Inventory from previous campaign used in this campaign (list details in Table 5 of Schedule 1): \$ 400.00

Advertising: \$ 16,020.01

Brochures/flyers: \$ 0.00

Signs (including sign deposit): \$ 0.00

Meetings hosted: \$ 0.00

Office expenses incurred until voting day: \$ 813.60

Phone and or Internet expenses incurred until voting day: \$ 0.00

Salaries, benefits, honoraria, professional fees incurred until voting day: \$ 0.00

Bank charges incurred until voting day: \$ 83.97

Interest charged on loan until voting day: \$ 0.00

Other (provide full details): No other expenses subject to spending limit.

Line C2: Total Expenses subject to spending limit: \$ 17417.58

**Expenses not subject to spending limit**

Accounting and audit: \$ 565.00

Cost of fund-raising events or activities (list details in Part 4 of Schedule 2): \$ 3,542.60

Voting day party/appreciation notices: \$ 0.00

Office expenses incurred after voting day: \$ 0.00

Phone and or Internet expenses incurred after voting day: \$ 0.00

Salaries, benefits, honoraria, professional fees incurred after voting day: \$ 0.00

Bank charges incurred after voting day: \$ 24.75

Interest charged on loan after voting day: \$ 0.00

Expenses related to recount: \$ 0.00

Expenses related to controverted election: \$ 0.00

Expenses related to compliance audit: \$ 0.00

Expenses related to candidate's disability (provide full details): No expenses related to candidate's disability.

Other (provide full details): No other expenses not subject to spending limit.

Line C3: Total expenses not subject to spending limit: \$ 4,132.35

Line C4: Total Campaign Expenses (Line C2 + Line C3): \$ 21549.93

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

Line D1: Excess (deficiency) of income over expenses (Income – Total Expenses) (Line C1 – Line C4): \$ -893.44

Line D2: Eligible deficit carried forward by the candidate from the last election: \$ 0.00

Total (Line D1-Line D2): \$ 0.00

If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign: \$ 0.00

Line D3: Surplus (or deficit) for the campaign: \$ 0.00

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 was responsible for the conduct of the election.

Amount of \$ 0.00 paid to municipal clerk in the municipality of the City of Ottawa.

## Schedule 1 – Contributions

### Part 1 – Summary of Contributions

Contribution from candidate (include the value of inventory listed in Table 5): \$  
10,191.50

Contribution from spouse: \$ 0.00

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)): \$  
1,164.99

Total value of contributions exceeding \$100 per contributor (from line 1B; list 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 candidate or spouse)): \$ 9200.00

Less: Contributions returned or payable to the contributor: \$ 0.00

Less: Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$10: \$ 0.00

Line 1A: Total amount of contributions (Record in Box C): \$ 20556.49

### Part 2 – List of contributions from Each Single Contributor totalling more than \$100

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

Name	Full Address	Amount \$
Leopoldo Marti-Aguilar	289 Goldridge Drive, Kanata, ON K2T 1H4	\$ 100.00
Brian Boggs	218 Cowley Avenue, Ottawa, ON K1Y 0G9	\$ 100.00
Stanley Fockner	3 Weaver Cres, Kanata, ON K2K 3E1	\$ 100.00
Larry O'Brien	G107-700 Sussex Drive, Ottawa, ON K1N 1K4	\$ 500.00
Mick Hodgins	59 Insmill Crescent, Kanata, ON K2T 1G4	\$ 500.00
Weldon Graham	328 Maxwell Bridge, Kanata, ON K2W 0A5	\$ 200.00
Jan Mattingly	25 Insmill Crescent, Kanata, ON K2T 1G5	\$ 250.00
Jacob Maat	26 Lismer Crescent, Kanata, ON K2K 1A2	\$ 300.00
Gord Henderson	33 Tiffany Crescent, Kanata, ON K2K 1W4	\$ 300.00
Peter Van Boeschoten	1 Carr Crescent, Kanata, ON K2K	\$ 100.00

Name	Full Address	Amount \$
	1K3	
Bobbie McGowan	11 Pentland Crescent, K2K 14	\$ 100.00
Deborah Bishop	201-700 Martin Ave, Kelowna, BC V1Y 6V3	\$ 150.00
Gary Sealey	23 Borduas Court, Kanata, ON K2K 1K9	\$ 100.00
Jacqueline Brennan	100 Coloney By Cres, Smith Falls, ON K7A 5B6	\$ 100.00
Donald MacPherson	904-1175 Maritime Way, Kanata, ON K2K 0G4	\$ 100.00
Rahelah Yazdani	12 Beamish Crescent, Kanata, ON K2K 2R6	\$ 100.00
Sulinder and Kashmir Singh	155 Whernside Terrace, Kanata, ON K2W 0C6	\$ 100.00
Jasdeep Grewal	44 Catherick Crescent, Kanata, ON K2K 3M6	\$ 100.00
Surjit Singh	11 Stikine Drive, Kanata, ON K2T 1H1	\$ 100.00
Megan Cornell	208 Walden Drive, Kanata, ON K2K 2K6	\$ 750.00
Craig Conboy	208 Walden Drive, Kanata, ON K2K 2K6	\$ 750.00
Fred and Mary Jardine	18 Tiffany Cres, Kanata, ON K2K 1W2	\$ 100.00
Lola M. Boyles	130 Prince of Wales, St. Andrews, N.B. E3B 1R3	\$ 150.00
Getachen Ayele	Not Provided	\$ 100.00
Leopolodo Marti-Aguilar	289 Goldridge Drive, Kanata, ON K2T 1H4	\$ 100.00
Pauline E. Madgett	204 Keyrock Drive, Ottawa, ON K2T 0B5	\$ 200.00
Roland Cardinal	882 Snye Rd. White Lake, ON K0A 3L0	\$ 100.00
Louise D. Renaud Cardinal	882 Snye Rd. White Lake, ON K0A 3L0	\$ 100.00
Paul Madgett	204 Keyrock Drive, Kanata, ON K2T 0B5	\$ 200.00
Angela Ramos	306 Kinghorn Cres, Kanata, ON K2K 3R5	\$ 100.00
Jessica Muirhead	91 Birch St. P.O. Box 1013, Deep River, ON K0J 1P0	\$ 100.00
Luke Muirhead	91 Birch St. P.O. Box 1013, Deep River, ON K0J 1P0	\$ 100.00
Marilyn Spearman	708-1175 Maritime Way, Kanata, ON K2K 0G4	\$ 100.00

Name	Full Address	Amount \$
Michael Bishop	9 Macassa Circle, Kanata, ON K2T 1J7	\$ 750.00
Frances Muirhead	91 Birch St. P.O. Box 1013, Deep River, ON K0J 1P0	\$ 750.00
Brian Cummings	Not Provided	\$ 500.00

Total amount of monetary contributions from individuals other than candidate or spouse: \$ 8450.00

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

Name (legal and carrying on Business as)	Full Address	President or Business Manager	Authorized Representative	Amount \$
Revelstoke	209 Pretoria Ave. Ottawa, Ontario K1S 1X9	Claudio Falsetto	Not Provided	\$ 500.00
Minto Group Inc.	200-180 Kent Street, Ottawa, Ontario K1P 9B6	Jack Stirling, VP	Not Provided	\$ 250.00

Total amount of monetary contributions from corporations or unions: \$ 750.00

**Table 3: 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	Value \$
Not Provided	Not Provided	Not Provided	\$0.00

Total value of goods or services from individuals other than candidate or spouse: \$ 0.00

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

Name of Corporation (Legal and Carrying on Business as)	Full Address	President or Business Manager	Authorized Representative	Description of Goods or Services	Value \$
Not Provided	Not Provided	Not Provided	Not Provided	Not Provided	\$0.00

Total value of goods or services from corporations or unions: \$ 0.00

Line 1B – Total Part 2 Contributions (Add totals from Tables 1-4) (Record in Part 1 – Summary): \$ 0.00

### Part 3 – Inventory

**Table 5: Inventory of Campaign Goods and Materials from Previous Campaign used in this Campaign (Note: value must be recorded as a contribution from the candidate as an expense)**

Description	Date Acquired Year/Month/Day	Supplier	Current Market Value \$	Quantity	Total Value \$
Lawn Stakes	2006/08/15	Rona	2.00	200	\$ 400.00

Total value of Campaign Goods and Materials from Previous Campaign used in this Campaign: \$ 400.00

### Schedule 2 – Fundraising Events and Activities

#### Fundraising Event or Activity

Complete a separate schedule for each event or activity held

Check box unmarked: Additional schedule(s) attached

Description of fundraising event/activity: Fundraising activity planned but cancelled due to parliament hill shooting

Date of event/activity (Year/Month/Day): 2014/10/22

#### Part 1 – Ticket Revenue

Line 2A - Admission charge (per person) (if there are a range of ticket prices, attach complete breakdown of all ticket sales) \$ 0.00

Line 2B – Number of tickets sold: 0

Total Ticket Revenue (Line 2A x 2B) (Include in Schedule 1) \$ 0.00

#### Part 2 – Other revenue deemed a contribution

(Provide details (e.g. revenue from goods sold in excess of fair market value)) Not Provided

Total Part 2 Revenue (Include Schedule 1): \$ 0.00

#### Part 3 – Other revenue not deemed a contribution

(Provide details (e.g. contributions of \$10 or less; market value of goods or services sold) Not Provided

Total Part 3 Revenue (Include in Box C): \$ 0.00

#### Part 4 – Expenses related to fundraising event or activity (provide details).

1. Party mart : \$ 101.45
2. Kourier advertising : \$ 1,712.15
3. Design services : \$ 225.00
4. Legion rental : \$ 300.00



5. Signs : \$ 1,204.00

Total Part 4 Expenses (Include in Box C): \$ 3542.60

**Auditor's Report**

Municipal Elections Act, 1996 (section 78)

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

Professional Designation of Auditor: CPA, CA

Municipality: Ottawa

Date (Year/Month/Day): 2015/03/26

Contact information

Last Name: Payne

First Name: Martin

Licence Number: 1-10793

Address - Suite or Unit Number. Street number and Street Name: 301-346 Moodie Drive

City or Town, Province and Postal Code: Ottawa, ON K2H8G3

Telephone Number (Including area code): 613.258.3493 Ext. 101

Fax number: 613.822.5248

Email Address: marty@mkpca.com

The report must be done in accordance with generally accepted auditing standards and must set out the scope of the examination and provide an opinion as to the completeness and accuracy of the financial statement and whether it is free of material misstatement

Check box marked: Report is attached

Personal information, if any, collected on this form is obtained under the authority of sections 78 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.

## **Attachment – Auditor’s Report**

MKP Chartered Accountant Professional Corporation

301-346 Moodie Drive  
Ottawa ON K2H 8G3

Tel: 613.596.4718  
Fax: 613.822.5248

### Independent Auditor’s Report

To David Laidlaw, Chief Financial Officer of candidate Matthew Muirhead  
And the Clerk for the City of Ottawa

To whom it may concern,

I have audited the accompanying campaign period financial statements Form 4 of the candidacy of Matthew Muirhead, which comprise the calculation of surplus and deficit as at December 31, 2014, and the statement campaign income and expenses for the campaign period from January 27, 2014 to December 31, 2014 and schedule 1 and 2. The financial statements have been prepared by the chief financial officer of Matthew Muirhead based on the financial reporting provisions of Section 78 of the Municipal Elections Act.

### Management’s Responsibility for the Financial Statements

The chief financial officer of Matthew Muirhead] is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of Section 78 of the Municipal Elections Act and for such internal controls as the chief financial officer determines is necessary to enable the preparation of 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 judgment, including the assessment of the risks of 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 entity’s preparation and fair presentation of the financial statements 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 entity’s internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting

estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

#### Basis for Qualified Opinion

Due to the inherent nature of the transactions of organizations of this type, the completeness of the various categories of income and expenses is not susceptible to satisfactory audit verification. Accordingly, my verification of income and expenses was limited to the amounts recorded in the records of Matthew Muirhead and I was not able to determine whether any adjustments might be necessary to income, expenses and period surplus/deficit for the campaign period from January 27, 2014 to December 31, 2014.

#### Qualified Opinion

In my opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, these financial statements present fairly, in all material respects, the income and expenses of Matthew Muirhead for the campaign period from January 27, 2014 to December 31, 2014 in accordance with the financial reporting provisions of Section 78 of the Municipal Elections Act.

#### Basis of Accounting

Without modifying my opinion, I draw attention to the Notes to the financial statements which describe the basis of accounting. The financial statements are prepared to assist the chief financial officer of Matthew Muirhead to meet the requirements of the Municipal Elections Act; the financial statements may not be suitable for another purpose.

#### Signature of Chartered Accountant

MKP Professional Corporation CA

Authorized to practice public accounting by the Chartered Professional Accounts of Ontario

March 26, 2015

301-346 Moodie Drive, Ottawa, Ontario K2H 8G3