

Instructions

All candidates must complete Boxes A and B. Candidates who receive contributions or incur expenses must complete Boxes C, D, Schedule 1 and Schedule 2 as appropriate. Candidates who receive contributions or incur expenses in excess of \$10,000 must also attach an Auditor's Report.

All surplus funds (after any refund to the candidate or their spouse) shall be immediately paid to the clerk who is responsible for the conduct of the election.

For the campaign period from (day clerk received nomination)

YYYY	MM	DD
2 0 2 2	0 8	1 5

 to

YYYY	MM	DD
2 0 2 3	0 1	0 3

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

Supplementary filing reflecting finances from start of campaign to end of extended campaign period

Box A: Name of Candidate and Office

Candidate's name as shown on the ballot

Last Name or Single Name DUGUAY	Given Name(s) SASHA
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Office for Which the Candidate Sought Election WARD 5 - Councillor	Ward Name or Number (if any) WEST CARLETON - MARCH
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Municipality
OTTAWA

Spending Limit General \$22,096.05	Parties and Other Expressions of Appreciation \$2,209.61	Contribution Limit Contributions from Candidate and Spouse \$9,022.60
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I did not accept any contributions or incur any expenses. (Complete Boxes A and B only)

Box B: Declaration

I, SASHA DUGUAY, 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

2023/03/24

Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd) 2023/03/24	Time Filed 10:54	Initial of Candidate or Agent (if filed in person) SD	Signature of Clerk or Designate
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Box C: Statement of Campaign Income and Expenses

* Note – No entry is required. Values will auto-populated once the applicable details are calculated.

LOAN

Name of bank or recognized lending institution	Amount borrowed
	\$ 0

INCOME

Total amount of all contributions (from line 1A in Schedule 1)	+ \$ 21,943.00	see Note *
Revenue from items \$25 or less	+ \$	
Sign deposit refund	+ \$	
Revenue from fundraising events not deemed a contribution (from Part III of Schedule 2)	+ \$	see Note *
Interest earned by campaign bank account	+ \$	
Other (provide full details)		
1. Bank fee reversal	+ \$ 15.00	
2.	+ \$	
3.	+ \$	
4.	+ \$	
5.	+ \$	
6.	+ \$	
Total Campaign Income (Do not include loan)	= \$ 21,958.00	C1

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

1. Expenses subject to general spending limit

Inventory from previous campaign used in this campaign (list details in Table 2 of Schedule 1)	\$	see Note *
Advertising	\$ 7,485.49	
Brochures/flyers	\$ 4,812.19	
Signs (including sign deposit)	\$ 7,250.98	
Meetings hosted	\$ 187.56	
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	\$ 11.94	
Interest charged on loan until voting day	\$	
Other (provide full details)		
1.	+ \$	
2.	+ \$	
3.	+ \$	
4.	+ \$	
5.	+ \$	
6.	+ \$	
Total Expenses subject to general spending limit	\$ 19,748.16	C2

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

1.	+ \$
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2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____
Total Expenses subject to spending limit for parties and other expressions of appreciation		\$	C3

3. Expenses not subject to spending limits

Accounting and audit	\$	1,864.50	
Cost of fundraising events/activities (list details in Part IV of Schedule 2)	\$		see Note *
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	\$	27.50	
Interest charged on loan after voting day	\$		
Expenses related to recount	\$		
Expenses related to controverted election	\$		
Expenses related to compliance audit	\$		
Expenses related to candidate's disability (provide full details)			

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

Other (provide full details)

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

Total Expenses not subject to spending limits \$ **1,892.00** C4

Total Campaign Expenses (C2 + C3 + C4) = \$ **21,640.16** C5

Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	+ \$	317.84	D1
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	- \$	317.84	
Surplus (or deficit) for the campaign			= \$ 0 D2

If line D2 shows a surplus, the amount must be paid in trust, at the time the financial statements are filed, to the municipal clerk who is responsible for the conduct of the election.

Schedule 1 – Contributions

Part I – Summary of Contributions

Contributions in money from candidate and spouse	+ \$	1,200.00	
Contributions in goods and services from candidate and spouse (include value listed in Table 1 and Table 2)	+ \$		see Note *
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).	\$	1,443.00	
Total value of contributions exceeding \$100 per contributor (from line 1B; list details in Table 3 and Table 4) • Include ticket revenue, contributions in money, goods and services where the total contribution from a contributor exceeds \$100 (do not include contributions from candidate or spouse).	\$	19,300.00	see Note *
Less: Ineligible contributions paid 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)	= \$	21,943.00	1A

Part II – Contributions from candidate or spouse

Table 1: Contributions in goods or services

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

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

**Table 2: Inventory of campaign goods and materials from previous municipal campaign used in this campaign
(Note: Value must be recorded as a contribution from the candidate and as an expense.)**

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

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

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

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

Name	Full Address	Date Received (yyyy/mm/dd)	Amount Received (\$)	Amount Returned to Contributor or Paid to Clerk (\$)
See attached spreadsheet			19,300.00	
Total			19,300.00	

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

**Table 4: Contributions in goods or services from individuals other than candidate or spouse
(Note: Must also be recorded as Expenses in Box C.)**

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

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

**Total for Part III – Contributions exceeding \$100 per contributor
(Add totals from Table 3 and Table 4 and record the total in Part 1 – Summary of Contributions) \$ 19,300.00 1B**

Schedule 2 – Fundraising Events and Activities

Complete a separate schedule for each event or activity held.

Additional schedule(s) attached, if completed manually.

Fundraising Event/Activity 1

Description of fundraising event/activity _____

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

Part I – Ticket revenue

Admission charge (per person) \$ _____ 2A

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

Number of tickets sold x _____ 2B

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

Part II – Other revenue deemed a contribution

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

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

Total Part II (include in Part I of Schedule 1) = \$ _____

Part III – Other revenue not deemed a contribution

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

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

Total Part III (include under Income in Box C) = \$ _____

Part IV – Expenses related to fundraising event or activity

Provide details

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

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

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

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

Professional Designation of Auditor
Chartered Professional Accountant

Municipality Ottawa	Date (yyyy/mm/dd) 2023/03/15
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Contact Information

Last Name or Single Name Lekadir	Given Name(s) Youcef	Licence Number 3-319061
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Address		
Suite/Unit Number 402	Street Number 1900	Street Name City Park Drive

Municipality Ottawa	Province ON	Postal Code K1J 1A3
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Telephone Number 613-824-0570	Email Address youcef.lekadir@lekadir.com
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The report must be done in accordance with generally accepted auditing standards and must:

- set out the scope of the examination
- provide an opinion as to the completeness and accuracy of the financial statement and whether it is free of material misstatement

Report is attached

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.

Donations - Sasha Duguay West Carleton-March (Ward 5)

Records for Campaign Contribution Receipts - Contribution Rebate Program

Date Accepted	Amount	Rece Payment Method	(C Full Name of Contributor	Address, City & Postal Code of Contributor
8/20/2022	\$ 1,200.00	E-transfer	Sasha Duguay	3958 Dunrobin Rd, Woodlawn, ON
8/25/2022	\$ 200.00	E-transfer	Phil Sweetnam	117 Covered Bridge Way, Carp, ON K0A 1L0
8/22/2022	\$ 50.00	E-transfer	Serina Charlton	395 Campbell Drive, Arnprior, ON K7S 3G8
8/22/2022	\$ 1,200.00	E-transfer	Joseph S. Kuehl	3889A Palmer Road, Po Box 38, Quadeville, ON K0J 2G0
8/22/2022	\$ 200.00	E-transfer	Mark Kealey	1309-179 Metcalfe Street, Ottawa, ON K2P 0W1.
8/22/2022	\$ 150.00	E-transfer	Ashton Genrick	736 Summergaze Street, Kanata, ON K2M 0L7
8/23/2022	\$ 50.00	E-transfer	Suzanne Klatt	613 Hopefield Rd, Barry's Bay, ON K0J1B0
8/23/2022	\$ 150.00	E-transfer	Guy Borutskie	48 Blair Lane, Renfrew, ON K7V37Z
8/29/2022	\$ 200.00	E-transfer	John Herrick	112 Canyon Drive, Kinburn, ON K0A 2H0
8/30/2022	\$ 100.00	E-transfer	Jasmin Simpson	301 Addington Rd, Palmer Rapids, ON K0J 2E0
8/31/2022	\$ 200.00	E-transfer	Paul Devey	13 Stonemeadow Dr, Kanata ont, k2m2c8
9/1/2022	\$ 200.00	E-transfer	David Howard	1582 Landel Drive, Ottawa, ON K2W 1C6
9/1/2022	\$ 400.00	Cheque	Erin McClement	135 Oriole Ave, Kanata, ON K2L 2G1
9/8/2022	\$ 100.00	E-transfer	Sarah Fischer	1601-475 Laurier Ave West, Ott ON, K1R 7X1
9/9/2022	\$ 50.00	Cheque	Rick Blanchard	2940 Diamondview Rd, Kinburn, ON K0A2H0
9/9/2022	\$ 600.00	Cheque	Karen Gordon	165 Bathgate Dr, Toronto, ON M1C1T4
9/9/2022	\$ 800.00	Cheque	Monica Gordon	PO Box 258 Manotick, ON K4M 1A3
9/11/2022	\$ 1,000.00	Cheque	Steven Kaminski	26 Kanata Rockeries Pvt, Kanata, ON K2K3P4
9/13/2022	\$ 150.00	E-transfer	Cindy Davidson	164 Grand Manan Cir, Kanata ON, K2T0G9
9/15/2022	\$ 100.00	E-transfer	Shirley Dolan	4649 Stonecrest Rd, Woodlawn, ON K0A3M0
9/14/2022	\$ 1,200.00	Cheque	Kirk Hoppner	931 Oak Creek Rd, RR3, Carp, ON K0A1L0
9/14/2022	\$ 1,000.00	Cheque	Heather Strachan	6 Eagle Rock Way, Stittsville, ON K2S1C9
9/14/2022	\$ 500.00	Cheque	Steve Grandmont	120 Tournesol Crt, Orleans, ON K1W0J1
9/11/2022	\$ 500.00	Cheque	Kevin Yemm	266 Second Avenue, Ottawa, ON K1S2H9
9/14/2022	\$ 500.00	Cheque	Fairouz Wahab	49 Ella St, Ottawa, ON K1S2S3
9/11/2022	\$ 500.00	Cheque	Angela Singhal	258 Second Ave, Ottawa, ON K1S2H9
9/14/2022	\$ 500.00	Cheque	Monica Singhal	266 Second Avenue, Ottawa, ON K1S2H9
9/15/2022	\$ 1,000.00	Cheque	Ron Tomlinson	5809 Lancer Ave, Manotick, ON K4M0A5
9/20/2022	\$ 900.00	Cheque	Joanne Piche	11 Kenins Cres, Kanata, ON K2K 2S7
9/23/2022	\$ 1,200.00	E-transfer	Alexander Gordon	1980 Cedar Lane Terr, Ottawa, ON K2A 1J8
10/4/2022	\$ 99.00	Cheque	Christopher Taggart	473 Mayfair Ave S, Ottawa, ON K1Y0K9
10/4/2022	\$ 99.00	Cheque	Cynthia Taggart	217B Switzer Ave, Ottawa, ON K1Z 7H8
10/4/2022	\$ 99.00	Cheque	Steven John Parkes	72 Helena St., Ottawa, ON K1Y 3N1
10/4/2022	\$ 99.00	Cheque	Michael Taggart	20 Kenora St, Ottawa, ON K1Y3K8
10/4/2022	\$ 99.00	Cheque	Scott Parkes	7 Second Ave, Ottawa, ON K1S2H2
10/4/2022	\$ 99.00	Cheque	Alexandra Taggart	120 Juliana Rd, Rockcliffe, ON K1M1J1
10/4/2022	\$ 99.00	Cheque	Julie Taggart	182 Keyworth Ave, Ottawa, ON K1Y 0E9
10/4/2022	\$ 1,200.00	Cheque	Ainsley Malhotra	375 Minto Pl, Rockcliffe, ON K1M0B1
10/4/2022	\$ 400.00	Cheque	Kevin O'Shea	42 Saddlebrook St, Nepean, ON K2G5N4
10/4/2022	\$ 1,200.00	Cheque	Louise Malhotra	285 Acacia Ave, Rockcliffe, ON K1M0L8
9/30/2022	\$ 500.00	E-transfer	Mark Ferreira	809-2881 Richmond Rd, Ottawa, ON K2B8J5
10/6/2022	\$ 100.00	Cheque	Carolyn Day	3289 Stonecrest Rd, Woodlawn, ON K0A3M0
10/5/2022	\$ 150.00	E-transfer	Kathryn Leyannar	107 Rochester St, Ottawa, ON K1R7L9
10/7/2022	\$ 200.00	E-transfer	William Davidson	3574 Timmins Rd, PAKENHAM ON K0A 2X0
10/3/2022	\$ 1,200.00	Cheque	Roger Greenberg	485 Richmond Rd, Apt 2401, Ottawa, ON K2A3W9
10/3/2022	\$ 1,200.00	Cheque	Cindy Feingold	485 Richmond Rd, Apt 2401, Ottawa, ON K2A3W9
10/25/2022	\$ 100.00	E-transfer	David Dekok	3128 Torwood Dr, Dunrobin, ON K0A1T0
11/1/2022	\$ 100.00	Cheque	Donna Craig	4779 Carp Rd, Kinburn, ON K0A2H0
TOTAL	\$ 21,943.00			

Donations - Sasha Duguay West Carleton-March (Ward 5)

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11/1/2022	\$ 100.00	Cheque	Donna Craig	4779 Carp Rd, Kinburn, ON K0A2H0
TOTAL	\$ 21,943.00			

Independent Auditor's Report

To: City Clerk, Ottawa Elections Office

Re: **Sasha Duguay** Municipal Election Campaign

Report on the Return

Qualified Opinion

We have audited the accompanying Financial Statement – Auditor's Report Candidate – Form 4 ("*Form 4*") of the **Sasha Duguay** (the "*candidate*") election campaign in the municipality of Ottawa, which comprise the Statement of Campaign Income and Expenses for the campaign period **August 15, 2022, to January 3, 2023**. *Form 4* has been prepared by the candidate based on the financial reporting provisions outlined in the Municipal Election Guide provided by the Ministry of Municipal Affairs and Housing (the "*Ministry*") and the Municipal Elections Act, 1996 (the "*Act*").

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying *Form 4* presents fairly, in all material respects, the Statement of Income and Expenses of the candidate election campaign for the campaign period **August 15, 2022, to January 3, 2023**, and the results of its operations for the campaign period then ended in accordance with the financial reporting provisions of Section 88.25 of the *Act* and City of Ottawa By-Law No.2022-76

Basis for Qualified Opinion

Due to the inherent nature of the transactions of electoral campaigns, the completeness of contributions, loans and loan guarantees and other revenue and expenses is not susceptible of satisfactory audit verification. Accordingly, our verification of these amounts was limited to the amounts recorded in the campaign's accounting records and we were not able to determine whether any adjustments might be necessary to contributions, loans and loan guarantees and other revenue and expenses.

We conducted the 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 Return section of the report. We are independent of the candidate in accordance with the ethical requirements that are relevant to our audit of the Return 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 Use

The financial statements are prepared to assist the candidate to comply with the financial reporting provisions of Section 88.25 of the *Act* and City of Ottawa By-Law No.2022-76. As a result, the financial statements may not be suitable for another purpose. Our report is intended solely for the City Clerk and Solicitor of the City of Ottawa and should not be used by parties other than the candidate and the *Ministry*. Our opinion is not modified in respect of this matter.

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

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

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

Auditors' Responsibilities for the Audit of *Form 4*

Our objectives are to obtain reasonable assurance about whether *Form 4* is free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of *Form 4*. As part of an audit in accordance with Canadian generally accepted audit standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of *Form 4*, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the campaign's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the candidate.
- Evaluate the overall presentation, structure, and content of *Form 4*, including the disclosures, and whether *Form 4* represents the underlying transactions and events in a matter that achieves fair presentation.

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



Youcef Lekadir, CPA, CA
Lekadir LLP

Ottawa, Ontario 15 March 2023

Explanation

By-law No. 2022-76 authorizes the payment of rebates to individuals who make contributions to participating candidates for office on the municipal council who comply with the provisions of the by-law. Under Subsection 7(d) of the by-law, “a participating candidate shall submit an additional form, one established for that purpose by the City Clerk, upon which the auditor confirms that he or she has verified all contributions against a bank statement for the campaign account.”

Name of Auditor: Youcef Lekadir

Professional Designation of Auditor: Chartered Professional Accountant

Name of Candidate: Sasha Duguay
(Please print candidate's full name)

Nominated candidate for the office of:

- Mayor
- Councillor, Ward 5

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



Signature of Auditor

2023/03/15

Date (yyyy/mm/dd)

