

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 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) 2018/07/05 to 2018/12/31

Check box marked: Initial filing reflecting finances to December 31 (or 45th day after voting day in a by-election)

Check box unmarked: Supplementary filing including finances after December 31 (or 45th 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 or Single Name: Tetreault

Given Name(s): Kevin

Office for which the candidate sought election: Councillor

Ward name or number (if any): Ward 1

Municipality: City of Ottawa

Spending Limit – General: \$36914.95

Spending Limit – Parties and Other Expressions of Appreciation: \$3691.00

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

Box B: Declaration

I, Kevin Tetreault, 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

Date (Year/Month/Day): 2019/02/15

Date Filed (Year/Month/Day): 2019/02/15

Time Filed: 12:45p.m.

Initial of Candidate or Agent (if filed in person)

Signature of Clerk of Designate

Box C: Statement of Campaign Income and Expenses

Loan

Name of bank or recognized lending institution: Not provided

Amount borrowed: \$0.00

Income

Total amount of all contributions (from line 1A in Schedule 1): \$ 4770.08

Revenue from items \$25 or less: \$ 100.00

Sign deposit refund: \$ 375.00

Revenue from fundraising 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): \$ 5245.08

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): \$ 0.00

Advertising: \$ 1647.41

Brochures/flyers: \$ 1156.97

Signs (including sign deposit): \$ 1825.29

Meetings hosted: \$ 0.00

Office expenses incurred until voting day: \$ 28.58

Phone and or internet expenses incurred until voting day: \$ 235.57

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

Bank charges incurred until voting day: \$ 50.79

Interest charged on loan until voting day: \$ 0.00

Other (provide full details):

1. Go Fund Me Transfer Fee :\$ 65.05

Line C2: Total Expenses subject to general spending limit: \$ 5009.66

**Expenses subject to spending limit for parties and other expressions of appreciation:
No other expenses subject to spending limit.**

Line C3: Total Expenses subject to spending limit for parties and other expressions of appreciation: \$0.00

Expenses not subject to spending limits

Accounting and audit: \$ 800.00

Cost of fundraising events or activities (list details in Part 4 of Schedule 2): \$ 64.98

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: \$ 23.85

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 C4: Total expenses not subject to spending limits: \$ 888.83

Line C5: Total Campaign Expenses (Line C2 + Line C3 + Line C4): \$ 5898.49

Box D: Calculation of Surplus of Deficit

Line D1: Excess (deficiency) of income over expenses (Income minus Total Expenses) (Line C1 – Line C5): \$ -653.41

Line D2: Eligible deficit carried forward by the candidate from the last election (applies to 2018 regular election only): \$ 0.00

Total (Line D1 – Line D2): \$ -653.41

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: \$ -653.41

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.

Schedule 1 – Contributions

Part 1 – Summary of Contributions

Contributions in money from candidate and spouse: \$560.00

Contributions in goods and services from candidate and spouse (include value listed in Table 3 and Table 4): \$185.08

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)): \$ 1190.00

Total value of contributions exceeding \$100 per contributor (from line 1B on page 5; list details in Tables 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)): \$ 2835.00

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

Less: Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25: \$ 0.00

Line 1A: Total amount of contributions (record under Income in Box C): \$ 4770.08

Part 2 – 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 \$ | Amount \$ Returned to Contributor or Paid to the City Clerk |
|------------------|--|---------------|-----------|---|
| Blair Tetreault | 445 Phoenix Cres, Ottawa, ON, K1E 2G2 | 19-Jul-18 | \$950.00 | \$0.00 |
| Scott Moore | 3704-183 Wellington St W, Toronto, ON, M5V 0A1 | 21-Aug-18 | \$500.00 | \$0.00 |
| Louise Tetreault | 445 Phoenix Cres, Ottawa, ON, K1E 2G2 | 21-Sep-18 | \$260.00 | \$0.00 |
| Glenn Grignon | 170 Henderson Ave, Ottawa, ON, K1N 7P6 | 31-Aug-18 | \$250.00 | \$0.00 |
| Gary Uba | 160 Inniskillin Dr, Ottawa, ON, K0A 1L0 | 07-Sep-18 | \$200.00 | \$0.00 |
| Jaideep Lal | 180 Lansdowne Rd S, Ottawa, ON, K1M 0N4 | 12-Sep-18 | \$200.00 | \$0.00 |

| Name | Full Address | Date Received | Amount \$ | Amount \$ Returned to Contributor or Paid to the City Clerk |
|--------------|---|---------------|-----------|---|
| Robert Boros | 785 Lalande Terr, Ottawa, ON, K4A 2M5 | 12-Oct-18 | \$200.00 | \$0.00 |
| Nancy Woods | 183 Avon Lane, Ottawa, ON, K1M 1V2 | 23-Jul-18 | \$150.00 | \$0.00 |
| Will Adams | 44 Perry St, Ottawa, ON, K1R 1B5 | 19-Jul-18 | \$125.00 | \$0.00 |

Total amount of monetary contributions from individuals other than candidate or spouse: \$ 2835.00

Table 2: Contributions in goods and services from individuals other than candidate or spouse (Note: must also be recorded as Expenses in Box C)

| Name | Full Address | Description of Goods and Services | Date Received (Year/Month/Day) | Value \$ |
|--------------|--------------|-----------------------------------|--------------------------------|----------|
| Not Provided | Not Provided | Not Provided | Not Provided | \$0.00 |

Total amount of contributions in goods and services from individuals other than candidate or spouse: \$ 0.00

Line 1B - Total for Part 2 – Contributions exceeding \$100 per contributor (Add totals from Table 1 and Table 2 and record the total in Part 1 – Summary of Contributions): \$2835.00

Part 3 – Contributions from candidate or spouse

Table 3: Contributions in goods or services

| Description of Goods and Services | Date Received (Year/Month/Day) | Value \$ |
|-----------------------------------|--------------------------------|----------|
| Internet | 2018/07/01 | \$185.08 |

Total value of goods or services from candidate or spouse: \$ 185.08

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 (Year/Month/Day) | Supplier | Quantity | Current Market Value \$ |
|--------------|--------------------------------|--------------|--------------|-------------------------|
| Not Provided | Not Provided | Not Provided | Not Provided | \$0.00 |

Total value of inventory of campaign goods and materials from previous municipal campaign used in this campaign: \$ 0.00

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 Kegger

Date of event/activity (Year/Month/Day): 2018/09/01

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 Part 1 (Line 2A x 2B) (include in Part 1 of Schedule 1): \$ 0.00

Part 2 – Other revenue deemed a contribution (e.g. revenue from goods sold in excess of fair market value) Provide details

1. Donations in a hat :\$ 375.00

Total Part 2 (include in Part 1 of Schedule 1): \$ 375.00

Part 3 – Other revenue not deemed a contribution (e.g. contribution of \$25 or less; goods or services sold for \$25 or less) Provide details

Total Part 3 (include under Income in Box C): \$ 0.00

Part 4 – Expenses related to fundraising event or activity Provide details

1. Keg from Brewery:\$ 64.98

Total Part 4 Expenses (include under Expenses in Box C): \$ 64.98

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

Municipality: Toronto

Date (Year/Month/Day): 2018/02/07

Contact information

Last Name or Single Name: Molson

Given Name(s): William

Licence Number: 1-18660

Address - Suite or Unit Number. Street number and Street Name: 2333 Queen Street East

Municipality, Province and Postal Code: Toronto, ON M4H 1H1

Telephone Number (including area code): 416 930-1651

Email Address: william@molsonca.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 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.

William Molson CPA, CA

2333 Queen Street East

Ottawa

ON M4E 1H1

Canada

Tel: 416 930 1651

Fax: 416 352 5179

To M. Rick O'Connor, City Clerk, City of Ottawa,

Qualified Opinion

I have audited the Financial Statement of Kevin Tetreault, candidate, which comprises the Statement of Campaign Income and Expenses, the Calculation of Surplus or Deficit, and the attached Schedules of Contributions, and Fundraising Events and Activities, and a covering page with candidate information relating to the election held on October 22, 2018. This financial information has been prepared by the candidate, in accordance with the accounting requirements of sections 88.8 through 88.32 of the *Municipal Elections Act, 1996*.

In my opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of my report, the accompanying Financial Statement of Kevin Tetreault for the campaign period from February 5, 2018 to December 31, 2018 is prepared, in all material respects, in accordance with the accounting requirements of the *Municipal Elections Act, 1996*.

Basis for Qualified Opinion

Due to the inherent nature of the transactions of electoral campaigns, the completeness of contributions and other revenue and expenses is not susceptible to my obtaining evidence I considered necessary for the purposes of the review. Accordingly, the evidence obtained of these contributions and other revenue and expenses was limited to the amounts recorded in the campaign accounting records of Kevin Tetreault. Therefore I was not able to determine whether any adjustments might be necessary to contributions and other revenue and expenses. My conclusion on the Financial Statement for the campaign period was modified accordingly because of the possible effects of this limitation in scope.

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statement section of my report. I am independent of Kevin Tetreault in accordance with the ethical requirements that are relevant to my audit of financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

The Candidate's Responsibility for the Financial Statement

The candidate is responsible for the preparation of the Financial Statement in accordance with the provisions of sections 88.8 through 88.32 of the *Municipal Elections Act, 1996* and for such internal control as the candidate determines is necessary to enable the preparation of the financial statement free from material misstatement, whether due to fraud or error.

Auditor's Responsibility for the Audit of the Financial Statement

My objective is 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 my 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 decisions of users taken on the basis of these financial statements.

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

- Identify and assess the risks of material misstatement in 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 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 campaign internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the candidate.
- Evaluate the overall presentation, structure and content of the Financial Statement, and whether the Financial Statement represents the underlying transactions and events in a manner consistent with the accounting requirements of the *Municipal Elections Act, 1996*.

Basis of Accounting

Without modifying my qualified opinion, I draw attention to the basis of accounting of the Financial Statement, which is that presented in Form 4 as prescribed under the *Municipal Elections Act, 1996*. As a result, the Financial Statement may not be suitable for another purpose.

(Auditor's signature)

Chartered Accountant Licensed Public Accountant

February 7, 2019

Ottawa, Ontario