



Ontario



Ministry of Municipal Affairs  
and Housing

## 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 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
2022	05	02

 to 

YYYY	MM	DD
2023	01	03

☒ 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

Blackburn

Given Name(s)

Donna Ann

Office for Which the Candidate Sought Election

OCDSB Trustee

Ward Name or Number (if any)

3

Municipality

Ottawa

Spending Limit

General

\$44 266.60

Parties and Other Expressions of Appreciation

\$ 4426.66

Contribution Limit

Contributions from Candidate and Spouse

\$ NA

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

#### Box B: Declaration

I, DONNA Blackburn, 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 31

Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd)

2023/03/31

Time Filed

8:51

Initial of Candidate or Agent (if filed in person)

DB

Signature of Clerk or Designate

## 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)

+ \$ 4669.00

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. \_\_\_\_\_

+ \$

6. \_\_\_\_\_

Total Campaign Income (Do not include loan)

= \$ 4669.00 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)

+ \$ 1601.00

Advertising

+ \$ 1142.91

Brochures/flyers

+ \$ 836.15

Signs (including sign deposit)

+ \$ 1840.49

Meetings hosted

+ \$

Office expenses incurred until voting day

+ \$

Phone and/or internet expenses incurred until voting day

+ \$ 698.23

Salaries, benefits, honoraria, professional fees incurred until voting day

+ \$

Bank charges incurred until voting day

+ \$ 94.61

Interest charged on loan until voting day

+ \$

Other (provide full details)

1. Voters List (extra copy) + \$ 20.00

2. Head Shot and make-up + \$ 395.00

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

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

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

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

Total Expenses subject to general spending limit

= \$ 6628.39 c2

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

1. Election Day Party + \$ 302.73

2.	Thank You card and stamps	+ \$	36.61
3.		+ \$	
4.		+ \$	
5.		+ \$	
Total Expenses subject to spending limit for parties and other expressions of appreciation		= \$	339.34 C3

**3. 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.	+ \$	
Total Expenses not subject to spending limits	= \$	0 C4

Total Campaign Expenses (C2 + C3 + C4) = \$ 6967.73 C5

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

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	+ \$	2298.73 D1
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	- \$	
Surplus (or deficit) for the campaign		= \$ 2298.73 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

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

Contributions in goods and services from candidate and spouse  
(include value listed in Table 1 and Table 2)

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

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).

+ \$ 1569.00

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).

+ \$ 3100.00

**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)

= \$ 4669 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 (\$)
18x24 double sided signs + stakes	2014 09 10	Fine Design	36	612.00
18x24 double sided signs + stakes	2018 09 04	Fine Design	42	714.00
24x32 double sided signs + stakes	2018 09 04	Fine Design	11	275.00
Total				<u>1601.00</u>

☐ 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 (\$)
Chris Rogers	2676 Cindy Court Metcalfe KOA 2P0	2022 06 09	200.00	
Karen Sinclair	377 Pickford Drive Kanata K2L 3P3	2022 06 15	300.00	
Patricia Pepper	7 Ridgefield Cres Nepean K2H 6R8	2022 07 10 2022 10 15	200.00	
Aisha Sherazi	124 Lady Lockhead Lane Carp KOA 1L0	2022 07 22	300.00	
Sandi Cooper-Leblanc	2085 Greenwood Dr Sudbury P3B 1A2	2022 08 03	200.00	
Donald McGregor	53 Amberwood Ottawa K2E 7C2	2022 08 03	1200.00	
Jack Upal	237 Madu Crescent Ottawa K2C 4J2	2022 08 07	250.00	
Wendy Branchaud	447 Keith Crescent Ottawa K1W 0A5	2022 09 03		
Robert McCrimmon	1110 Bayview Drive Ottawa KOA 3M0	2022 09 21	200	
Total			3100.00	

☐ 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 (\$)
Aline Blackburn	102 Government Rd Kapuskasing P5N 3B4	Phone and internet May 5-June 5	2022 06 05	122.72
Aline Blackburn	102 Government Rd Kapuskasing P5N 3B4	Phone and internet June 5-July 5	2022 07 05	122.72
Aline Blackburn	102 Government Rd Kapuskasing P5N 3B4	Phone and internet July 5-August 5	2022 08 05	122.72
Aline Blackburn	102 Government Rd Kapuskasing P5N 3B4	Phone and internet August 5-Sept 5	2022 09 05	122.72
Aline Blackburn	102 Government Rd Kapuskasing P5N 3B4	Phone and internet Sept 5-Oct 5	2022 10 05	122.72
Aline Blackburn	102 Government Rd Kapuskasing P5N 3B4	Phone and internet Oct 5-24	2022 11 05	84.63
Total				698.23

☐ 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)

\$3798.23<sup>1B</sup>



## 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

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

---

**Contact Information**

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

Address		
Suite/Unit Number	Street Number	Street Name

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

Telephone Number	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.