

**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 paid immediately over to the clerk who is responsible for the conduct of the election.

For the campaign period from (day candidate filed nomination)

YYYY	MM	DD
2 0 1 8	0 5	2 2

 to

YYYY	MM	DD
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
Chan

 Given Name(s)
Victor

 Office for which the candidate sought election
Local Councillor

 Ward name or no. (if any)
6

 Municipality
Markham

 Spending Limit - General
\$ 21,253.70

 Spending Limit - Parties and Other Expressions of Appreciation
\$ 21,253.70

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

Box B: Declaration

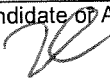
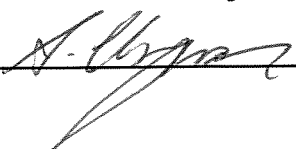
I, Victor Chan, declare that to the best of my knowledge and belief that these financial statements and attached supporting schedules are true and correct.



Signature of Candidate

2019/02/04

Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd)	Time Filed	Initial of Candidate or Agent (if filed in person)	Signature of Clerk or Designate
2019/02/19	4:45 pm		

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)	+ \$	8,300.00
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. _____	+ \$	_____
Total Campaign Income (Do not include loan)	= \$	8,300.00 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)	+ \$	_____
Advertising	+ \$	56.00
Brochures/flyers	+ \$	259.44
Signs (including sign deposit)	+ \$	3,439.03
Meetings hosted	+ \$	137.22
Office expenses incurred until voting day	+ \$	184.41
Phone and/or internet expenses incurred until voting day	+ \$	_____
Salaries, benefits, honoraria, professional fees incurred until voting day	+ \$	72.09
Bank charges incurred until voting day	+ \$	_____
Interest charged on loan until voting day	+ \$	_____
Other (provide full details)		
1. _____	+ \$	_____
2. _____	+ \$	_____
3. _____	+ \$	_____
4. _____	+ \$	_____
5. _____	+ \$	_____
Total Expenses subject to general spending limit	= \$	4,148.19 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	+ \$	1,130.00
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	+ \$	9.90
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	= \$	1,139.90 C4

Total Campaign Expenses (C2 + C3 + C4) = \$ 5,288.09 C5

Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	+ \$	3,011.91 D1
Eligible deficit carried forward by the candidate from the last election (applies to 2018 regular election only)	- \$	D2
Total (D1 – D2)	= \$	3,011.91

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

Surplus (or deficit) for the campaign	= \$	<u>3,011.91</u> D3
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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	+ \$	<u>3,100.00</u>
Contributions in goods and services from candidate and spouse (include value listed in Table 3 and Table 4)	+ \$	<u> </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).	+ \$	<u>1,100.00</u>
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>4,100.00</u>
Less: Contributions returned or payable to the contributor	- \$	<u> </u>
Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25	- \$	<u> </u>
Total Amount of Contributions (record under Income in Box C)	= \$	<u>8,300.00</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
Warren Urquhart	47 Richwood Dr. Markham, ON L3P 3Y7	2018/08/16	200.00	
Sau King Chung	149 Beckett Ave. Markham, ON L6C 0P8	2018/09/05	200.00	
Vincent Chan	25 Waterwalk Dr. Markham, ON L6G 0G3	2018/09/14	250.00	
Angela Jin	43 Stricker Ave. Markham, ON L6E 1N6	2018/09/26	200.00	
Brian Huang	97 Roy Harper Ave. Aurora, ON L4G 0V5	2018/10/17	250.00	
Kuen Chan	268 Fred McLaren Blvd. Markham, ON L6E 1T5	2018/10/20	300.00	
Jennifer Chan	268 Fred McLaren Blvd. Markham, ON L6E 1T5	2018/10/20	300.00	
Yim-Ha Chan	268 Fred McLaren Blvd. Markham, ON L6E 1T5	2018/10/20	300.00	
Hui Fang Luo	25 Waterwalk Dr. Markham, ON L6G 0G3	2018/10/20	300.00	
<input checked="" type="checkbox"/> Additional information is listed on separate supplementary attachment		Total	2,300.00	

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
Julia Chan	268 Fred McLaren Blvd. Markham, ON L6E 1T5	2018/10/22	300.00	
Pui Yuk Lim	32 Tilbury Gate Markham, ON L6B 1J1	2018/10/22	150.00	
Jason Shen	11638 McCowan Rd. Markham, ON L3P 3J3	2018/12/18	300.00	
Sunny Chan	6 Briarhall Cres. Markham, ON L6C 2C8	2018/12/18	300.00	
Vanessa Chan	19 Prospectors Dr. Markham, ON L6C 2V9	2018/12/18	300.00	
Pui Yuk Lim	32 Tilbury Gate Markham, ON L6B 1J1	2018/12/21	150.00	
<input checked="" type="checkbox"/> Additional information is listed on separate supplementary attachment		Total	1,500.00	

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 \$
Jermaine Wall	736 Eastbourne Ave	Signs	2018/09/01	300.00
			Total	300.00

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) \$ 4,100.00 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 \$
<input type="checkbox"/> Additional information is listed on separate supplementary attachment	Total			

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

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

Chartered Professional Accountants

Municipality

Markham

Date (yyyy/mm/dd)

2019/02/15

Contact Information

Last Name or Single Name

Walker

Given Name(s)

Spence

Licence Number

344636

Address

Suite/Unit No.

Street No.

8953

Street Name

Woodbine Avenue

Municipality

Markham

Province

ON

Postal Code

L3R 0J9

Telephone No. (including area code)

905 474-5593

Email Address

spence.walker@krestongta.com

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.



INDEPENDENT AUDITORS' REPORT IN ACCORDANCE WITH THE MUNICIPAL ELECTIONS ACT, 1996 (SECTION 78)

To Kimberley Kitteringham, Town Clerk and Returning Officer, Town of Markham

Report on the Financial Statements

We have audited the accompanying financial statement - Form 4 of Victor Chan Election Campaign for the period from May 22, 2018 to December 31, 2018 relating to the election held on October 22, 2018. This financial information has been prepared by management in accordance with the accounting treatment prescribed by the Municipal Elections Act, 1996.

Candidate's Responsibility for the Financial Statements

The candidate is responsible for the preparation of the schedules in accordance with accounting treatment prescribed by the Municipal Elections Act, 1996, and for such internal control as the candidate determines is necessary to enable the preparation of the financial information that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on this financial statement based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we 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 auditors' 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 control 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 control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by Don Hamilton, candidate, as well as evaluating the overall presentation of the financial information.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



Basis for Qualified Opinion

Due to the nature of the types of transactions inherent in an election campaign, it is impracticable through auditing procedures to determine that the accounting records include all donations of goods and services, receipts and disbursements. Accordingly, our verification of these transactions was limited to ensuring that the financial information reflects the amounts recorded in the accounting records of Don Hamilton, candidate, and we were not able to determine whether any adjustments might be necessary to income and expenses, assets or liabilities, and surplus/deficit.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial information presents fairly, in all material respects, the financial position of the candidate's election campaign as at December 31, 2018, and the income and expenses for the campaign period from May 22, 2018 to December 31, 2018, and the determination of surplus or deficit and the disposition of surplus in accordance with accounting treatment prescribed by the Municipal Elections Act, 1996.

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to the basis of accounting. The Municipal Elections Act, 1996 does not require us to report, nor was it practicable for us to determine, that contributions reported included only those which may be properly retained in accordance with the provisions of the Municipal Elections Act, 1996. This financial information, which has not been, and was not intended to be, prepared in accordance with Canadian generally accepted accounting principles are solely for the information and use of Kimberley Kitteringham, Town Clerk and Returning Officer, Town of Markham, for complying with the Municipal Elections Act, 1996. This financial information is not intended to be, and should not be, used by anyone other than the specified user or for any other purpose.

Kreston GTA

**February 15, 2019
Markham, Ontario**

**Kreston GTA LLP
Licensed Public Accountants**