

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
2 0 2 2	0 7	0 6

 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
Deutschmann

Given Name(s)
Robert

Office for Which the Candidate Sought Election
Regional Councillor

Ward Name or Number (if any)

Municipality
Region of Waterloo

Spending Limit

General
\$150,067.80

Parties and Other Expressions of Appreciation
\$ 15,006.78

Contribution Limit

Contributions from Candidate and Spouse
\$25,000.00

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

Box B: Declaration

I, Robert Deutschmann, 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

2023/03/22

Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd)

2023/03/23

Time Filed

10:30 am

Initial of Candidate or Agent (if filed in person)

RD

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)	+ \$	26,582.00
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)

= \$ 26,582.00 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)

	\$	
Advertising	\$	24,399.50
Brochures/flyers	\$	
Signs (including sign deposit)	\$	1,508.44
Meetings hosted	\$	
Office expenses incurred until voting day	\$	50.00
Phone and/or internet expenses incurred until voting day	\$	
Salaries, benefits, honoraria, professional fees incurred until voting day	\$	
Bank charges incurred until voting day	\$	
Interest charged on loan until voting day	\$	
Other (provide full details)		

1.	+ \$	
2.	+ \$	
3.	+ \$	
4.	+ \$	
5.	+ \$	
6.	+ \$	

Total Expenses subject to general spending limit

\$ 25,957.94 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	\$	565.00	
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	\$		
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	\$	565.00	C4

Total Campaign Expenses (C2 + C3 + C4) = \$ **26,522.94** **C5**

Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	+	\$	59.06	D1
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	–	\$	59.06	
Surplus (or deficit) for the campaign				= \$ <u>0.00</u> 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	+ \$	25,000.00	
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).	\$		
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).	\$	1,582.00	
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)	= \$	26,582.00	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
Total				

☐ 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 (\$)
Thomas Hagey	888 Robert Ferrie Drive Kitchener, ON N2R 0P2	Online advertising	2022/09/22	1,130.00
Dave McEwan	53 Mitchell Street Ayr, ON N0B 1E0	Graphic design work for billboard	2022/07/29	452.00
Total				1,582.00

☐ 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) \$ 1,582.00 **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
CPA, CA

Municipality Waterloo	Date (yyyy/mm/dd) 2023/03/22
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Contact Information

Last Name or Single Name Lund	Given Name(s) Brad	Licence Number 1-17482
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Address

Suite/Unit Number	Street Number 1183	Street Name King Street East
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Municipality Kitchener	Province ON	Postal Code N2G 2N3
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Telephone Number 519-576-0101	Email Address bradl@lundandassociates.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.

Robert Deutschmann

Auditor's Report on Campaign Financial Statements - Form 4
For the period ended January 3, 2023



March 22, 2023

INDEPENDENT AUDITOR'S REPORT

To Robert Deutschmann and the Clerk of the Regional Municipality of Waterloo in accordance with subsection 88.25 of the *Ontario Municipal Elections Act, 1996*

Report on the Form 4

Qualified Opinion

We have audited the accompanying the Financial Statement – Auditor's Report Candidate - Form 4 ("Form 4") for the candidacy of Robert Deutschmann (the "Candidate"), a candidate at the election of a member to serve on the regional council for the Regional Municipality of Waterloo held on the 24th day of October, 2022.

The Form 4 has been prepared by Robert Deutschmann based on the financial reporting provisions of subsection 88.25 of the *Municipal Elections Act, 1996* and the accounting guidelines issued by The Ministry of Municipal Affairs.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the Form 4 of Robert Deutschmann is prepared, in all material respects in accordance with the reporting provisions of section 88.25 of the *Municipal Elections Act, 1996* and the accounting guidelines issued by The Ministry of Municipal Affairs.

Basis for Qualified Opinion

Due to the inherent nature of the transactions of electoral campaigns, the completeness of contributions, loan guarantees and other revenue and expenses is not susceptible to 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, expenses, and period surplus/deficit for the campaign period from July 6, 2022 to January 3, 2023.

We conducted our 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 Form 4 section of our report. We are independent of the Candidate in accordance with the ethical requirements that are relevant to our audit of the Form 4 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.

Basis of Accounting and Restriction on Use

Without modifying our opinion, we draw attention to the Notes to the Form 4, which describes the basis of accounting. The Form 4 is prepared to assist the official agent to meet the requirements of the *Municipal Elections Act, 1996* and the accounting guidelines issued by The Ministry of Municipal Affairs. As a result, the Form 4 may not be suitable for another purpose. Our report is intended solely for the candidate and the Clerk of the Regional Municipality of Waterloo, and should not be used by parties other than the candidate or the Clerk of the Regional Municipality of Waterloo.

Management's Responsibility for the Financial Statements

Robert Deutschmann is responsible for the preparation and fair presentation of these financial statements in accordance with section 88.25 of the *Municipal Elections Act, 1996* and the accounting guidelines issued by The Ministry of Municipal Affairs and for such internal control as he 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 for the Audit of the Form 4

Our objectives are to obtain reasonable assurance about whether the Form 4 as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's 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 this Form 4.

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

- Identify and access the risks of material misstatement of the 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 omission, misrepresentation, 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 of 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 official agent

We communicate 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.

Report on Other Legal and Regulatory Requirements

As required by subsection 88.25 of the *Municipal Elections Act*, in our opinion, the Form 4 presents the information contained in the financial records on which it is based.

This report is intended solely for use by the Clerk of the Regional Municipality of Waterloo and should not be used by other parties.



Chartered Professional Accountants
Licensed Public Accountant

Kitchener, Ontario



Robert Deutschmann Campaign

Notes to the Form 4 Financial Statements

January 3, 2023

These financial statements have been prepared in accordance with the financial reporting provisions of Section 88.25 of the *Municipal Elections Act, 1996* and guidelines issued by the Ministry of Municipal Affairs.

The most significant accounting policies are as follows:

Contributions

Contributions are considered accepted when deposited.

Expenses

All expenses are recorded at their fair commercial value.

