

Independent Auditor's Report

To Will Short, Regional Clerk, Region of Waterloo

We have audited the Financial Statement-Auditor's Report Candidate - Form 4, ("Financial Statement") of James Albert Erb ("candidate"), which comprise the Statement of Campaign Income and Expenses and Calculation of Surplus and Deficit for the campaign period May 2, 2022 to December 31, 2022 (relating to the election held on October 24, 2022), and other explanatory information. The financial statement has been prepared by the candidate based on Section 88.25 of the Municipal Elections Act, 1996.

Candidate's Responsibility for the Financial Statement

The candidate is responsible for the preparation for the Financial Statement in accordance with Section 88.25 of the Municipal Elections Act, 1996 and for such internal control as the candidate determines is necessary to enable the preparation of a Financial Statement that is free from material misstatement whether due to fraud or error.

Auditor's Responsibility for the Financial Statement

Our responsibility is to express an opinion on the 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 Statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Financial Statement. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the Financial Statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the candidate's preparation of the Financial Statement in order to design audit procedures that are appropriate in circumstances, but not for the purpose of expressing an opinion on the effectiveness of the candidate's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the candidate, if any, as well as evaluating the overall presentation of the Financial Statement.

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

Basis for Qualified Opinion

Due to the nature of the types of transactions inherent in an election campaign, the completeness of donations of goods and services and receipts and disbursements is not susceptible to satisfactory audit verification. Accordingly, our verification of these transactions was limited to the amounts recorded in the accounting records of the candidate, and we were not able to determine whether any adjustments might be necessary to income and expenses and deficit.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the Financial Statement of the candidate for the period from May 2, 2022 to December 31, 2022 (relating to the election held on October 24, 2022) is prepared, in all material respects in accordance with Section 88.25 of the Municipal Elections Act, 1996.

Basis of Accounting and Restriction on Distribution and Use

The Financial Statement is prepared to assist the candidate to meet the requirements of Section 88.25 of the Municipal Elections Act, 1996. As a result, the Financial Statement may not be suitable for another purpose. Our report is intended solely for the candidate and Will Short, Regional Clerk, Region of Waterloo and should not be distributed to or used by parties other than the candidate and the Ministry of Municipal Affairs and Housing.

A handwritten signature in dark ink, appearing to read "J. Smith", is written over the printed name of the firm.

CHARTERED PROFESSIONAL ACCOUNTANTS

Licensed Public Accountants

Waterloo, Ontario

January 2, 2023


**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 5	0 2

 to

YYYY	MM	DD
2 0 2 2	1 2	3 1

☐ 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

Erb

Given Name(s)

James Albert

Office for Which the Candidate Sought Election
Councillor

Ward Name or Number (if any)
Waterloo

Municipality
Region of Waterloo

Spending Limit

General

\$75,168.00

Parties and Other Expressions of Appreciation

\$7,516.00

Contribution Limit

Contributions from Candidate and Spouse

\$21,510.00

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

Box B: Declaration

I, Jim Erb, 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

January 3, 2023

Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd)

2023/01/03

Time Filed

7:42 PM

Initial of Candidate or Agent (if filed in person)

JAE

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)	+ \$	20,489.00
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)

= \$ 20,489.00 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)	+ \$	1,320.00
Advertising	+ \$	1,088.00
Brochures/flyers	+ \$	10,999.00
Signs (including sign deposit)	+ \$	152.00
Meetings hosted	+ \$	
Office expenses incurred until voting day	+ \$	468.00
Phone and/or internet expenses incurred until voting day	+ \$	458.00
Salaries, benefits, honoraria, professional fees incurred until voting day	+ \$	300.00
Bank charges incurred until voting day	+ \$	109.00
Interest charged on loan until voting day	+ \$	
Other (provide full details)		
1.	+ \$	
2.	+ \$	
3.	+ \$	
4.	+ \$	
5.	+ \$	
6.	+ \$	
Total Expenses subject to general spending limit	= \$	14,894.00 C2

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

1. Room Rental, Food, and Gifts	+ \$	2,309.00
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2.		+	\$	
3.		+	\$	
4.		+	\$	
5.		+	\$	
Total Expenses subject to spending limit for parties and other expressions of appreciation		=	\$	2,309.00 C3

3. Expenses not subject to spending limits

Accounting and audit	+	\$	2,465.00	
Cost of fundraising events/activities (list details in Part IV of Schedule 2)	+	\$	821.00	
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	=	\$	3,286.00 C4	

Total Campaign Expenses (C2 + C3 + C4) = \$ **20,489.00 C5**

Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	+	\$		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	=	\$		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)	+ \$	1,320.00
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).	+ \$	5,164.00
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).	+ \$	14,005.00
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)	= \$	20,489.00 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 (\$)
203 Signs from 2018 Campaign				1,320.00
Total				1,320.00

☐ 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 Schedule			14,005.00	
Total			14,005.00	

☐ 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) \$ 14,005.00 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.	Solicitation letters to donors and postage	+ \$	821.00
2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____

Total Part IV Expenses (include under Expenses in Box C)

= \$ 821.00

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 Waterloo	Date (yyyy/mm/dd) 2023/01/02
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Contact Information

Last Name or Single Name Laitar	Given Name(s) Chris	Licence Number 1-18641
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Address

Suite/Unit Number 205A	Street Number 375	Street Name University Ave. E.
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Municipality Waterloo	Province Ontario	Postal Code N2K 3M7
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Telephone Number 519-746-7220	Email Address Chris.Laitar@flkcpa.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 over \$100.00 - Jim Erb Campaign

<u>Last Name</u>	<u>Full Names</u>	<u>Address</u>	<u>Amount</u>
Abelson	Barry	PH 9 - 265 Westcourt Pl Waterloo ON N2L 6E4	\$200.00
Antonello	Bruce	375 Westridge Dr Waterloo N2L 5Y1	\$200.00
Astley	Bob	78 Eaglecrest St Kitchener ON N2K 0C7	\$500.00
Beingessner	Lynn	19-29 Water St St. Jacobs ON N0B 2N0	\$125.00
Brock	Douglas	474 Cedarcliffe Dr Waterloo ON N2K 2J3	\$150.00
Brown	Alex	122 Ralston Pl Waterloo ON N2T 1C7	\$500.00
Brubacher	Laverne	16-29 Water St St. Jacobs ON N0B 2N0	\$300.00
Carter	William	244 Stanley Dr Waterloo ON N2L 1H8	\$150.00
Cook	Ian	571 Manorwood Crt Waterloo ON N2K 3L6	\$500.00
Denison	Tony	648 Honeywood Pl Waterloo ON N2T 2T6	\$250.00
Fahel	Shawky	446 Belgreen Way Waterloo ON N2L 5X4	\$150.00
Fast	Esther	266 Stanley Dr Waterloo ON N2L 1J1	\$250.00
Finnen	Jerry	25-875 University Av E Waterloo ON N2K 0A1	\$125.00
Freure	David	RR 22 Stn, 29 Eagle Lane Cambridge ON N3C 2V4	\$300.00
Freure	Harold	135 Manchester Rd Kitchener ON N2B 1A3	\$200.00
Frim	John	106 Deerberrry Pl Waterloo ON N2V 1G2	\$120.00
Galloway	Tom	160 Radcliffe Dr Kitchener ON N2E 1Y5	\$200.00
Graham	Douglas	321 Coleridge Dr Waterloo ON N2L 2V5	\$110.00
Grespan	Paul	539 Riverbend Dr Kitchener ON N2K 3S3	\$600.00
Jewitt	Len	1801-6 Willow St Waterloo ON N2L 2T4	\$200.00
Jutzi,	Terry	14-139 Father David Bauer Dr Waterloo ON N2L 6L1	\$125.00
Kennel	Dr. E. Ross Kennel	106-3 Father David Bauer Dr Waterloo ON N2L 6M1	\$150.00
Marsland	Larry	336 Woolwich St Waterloo ON N2K 2L1	\$500.00
Millroy	John	242 Golf Course Rd Conestogo ON N0N 1N0	\$200.00
Nally	Robert	189 Mary St Waterloo ON N2J 1S1	\$250.00
Noice	Anne	24-875 University Av E Waterloo ON N2K 0A1	\$500.00
Nowak	Ed	198 Marshall St Waterloo ON N2J 2V1	\$250.00
Ormston	Charlie	551 Colonial Dr Waterloo ON N2K 1Z7	\$1,200.00
Publicover	Robert	34 Norman St Waterloo ON N2L 6L5	\$250.00
Puopolo	Paul	500 Wilmot Line Waterloo ON N2J 3Z4	\$150.00
Reidel	Terry	18 Huntington Pl Kitchener ON N2M 5A6	\$200.00
Robertston	Ian	105 Roslin Av S Waterloo ON N2L 2H3	\$500.00
Robinson	Trent	278 Claremont Av Kitchener ON N2M 2R1	\$200.00
Ruby	Brian	1 Westgate Walk Kitchener ON N2M 2T7	\$200.00
Sauer	Lee	78 Shadywood Cr Kitchener ON N2M 4J2	\$250.00

Schiedel	John	1 Chancellor Dr Heidelberg ON N0B 2M1	\$200.00
Schumacher	Mark	50 Menno St Waterloo ON N2L 2A7	\$300.00
Seegmiller	Harold	7 Westgate Walk Kitchener ON N2M 2T7	\$300.00
Shantz	Ross	22 Anita Dr St. Clements ON N0B 2M0	\$150.00
Shantz	Leroy	702-4 Willow St Waterloo On N2J 4S2	\$150.00
Smyth	Sam	2-62 Allen St W Waterloo ON N2L 6H5	\$150.00
Spearn	John	495 River Oak Dr Waterloo ON N2K 3N8	\$250.00
Sullivan	Gerry	425 Clairbrook Cr Waterloo ON N2L 5V6	\$200.00
Walden	Brenda	3-135 Thompson Dr Cambridge ON N1T 2E4	\$250.00
Warren	Barbara	266 Shakespear Dr Waterloo ON N2L 2T6	\$200.00
Wilmer	Martin	1501-144 Park St Waterloo ON N2L 0B6	\$200.00
Wintonyk	Rob	211 Ripplewood Cr Waterloo ON N2M 2R9	\$150.00
Witzel	Ted	179 Claremont Av Kitchener ON N2M 2P9	\$250.00
Yantzi	Jamie	165 Queen St N Kitchener ON N2H 2H8	\$1,200.00

\$14,005.00