

INDEPENDENT AUDITORS' REPORT

To Bruce Waite, Official Agent for Terry Hayward

Opinion

We have audited Form 922, Candidate's Financial Statements and Supporting Schedules, prepared in accordance with the accounting requirements of *The Election Financing Act* of Manitoba and *Accounting Guide – Accounting For Purposes of The Election Financing Act* issued by the Chief Electoral Officer, for the candidacy of Terry Hayward for the candidacy period from July 26, 2019 to November 12, 2019 relating to the election held on September 10, 2019 in the electoral division of Lac du Bonnet.

In our opinion, Form 922, Candidate's Financial Statements and Supporting Schedules for Terry Hayward are presented fairly, in all material respects, in accordance with the accounting requirements of *The Election Financing Act* of Manitoba and *Accounting Guide – Accounting For Purposes of The Election Financing Act* issued by the Chief Electoral Officer.

Basis for Opinion

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 922, Candidate's Financial Statements and Supporting Schedules* section of our report. We are independent of the Candidate in accordance with the ethical requirements that are relevant to our audit of the financial statement 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 opinion.

Basis of Accounting

We draw attention to Note 1 to the Form 922, Candidate's Financial Statements and Supporting Schedules, which describes the basis of accounting. The Form 922, Candidate's Financial Statements and Supporting Schedules are prepared to assist the candidacy of Terry Hayward to meet the requirements of *The Election Financing Act* of Manitoba. As a result, the Form 922, Candidate's Financial Statements and Supporting Schedules may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Official Agent's Responsibility for the Statements

The Official Agent and the Candidate are responsible for the preparation and fair presentation of the Form 922, Candidate's Financial Statements and Supporting Schedules in accordance with *The Election Financing Act* of Manitoba and the *Accounting Guide – Accounting for Purposes of the Election Financing Act*, and for such internal control they determine is necessary to enable the preparation of the Form 922, Candidate's Financial Statements and Supporting Schedules that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our objectives are to obtain reasonable assurance about whether the Form 922, Candidate's Financial Statements and Supporting Schedules 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 922, Candidate's Financial Statements and Supporting Schedules.

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

We also:

- Identify and assess the risks of material misstatement of the Form 922, Candidate's Financial Statements and Supporting Schedules, 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

Thornton & Co.

not detecting a material misstatement resulting from fraud is higher than for 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 entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates, if any, and related disclosures made the Official Agent and Candidate.
- Evaluate the overall presentation, structure, and content of the Form 922, Candidate's Financial Statements and Supporting Schedules, including the disclosures, and whether the Form 922, Candidate's Financial Statements and Supporting Schedules represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with 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.

Thornton & Co.

December 18, 2019
Winnipeg, Manitoba

CHARTERED PROFESSIONAL ACCOUNTANTS

Thornton & Co.

922 Candidate's Financial Statements
and Supporting Schedules



To be filed within four months after election day. Complete the form in ink.

For the candidacy period

Date July 26, 2019

To

Date November 12, 2019

Candidate

Name

Hayward, Terry

Electoral Division

Lac du Bonnet

Registered Party / Independent

Lib.

Official Agent

Name

Bruce Waite

Auditor

Name of Auditor

Thornton and Co.

Name of Professional Accountant to Whom Inquiry May be Directed (if different than above)

Darlene Proctor CPA,CGA

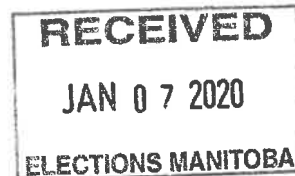
Declaration

I, the undersigned official agent, hereby file a completed Form 922 - *Candidate's Financial Statements and Supporting Schedules* - along with an Auditor's Report from a qualified auditor. I declare that to the best of my knowledge and belief the information contained herein is complete, true and correct and in compliance with *The Election Financing Act*.

Signature of official agent

Dec 17/19 12/17/2019

Date (mm/dd/yyyy)



Statement of Assets, Liabilities and Surplus (Deficit) as at the End of the Candidacy Period

Assets

100 Cash	\$	4.19
110 Accounts receivable		
115 Inventory*		
Other assets (provide details)		
130 _____		
135 _____		

190 Total Assets (total of line 100 to 135) line 190 \$ 4.19

Liabilities and Surplus

200 Accounts payable	\$		←	From line 840
205 Overdraft/ line of credit **				
220 Loans **				
Other liabilities (provide details)				
230 _____				
240 _____				
275 Candidacy period surplus/(deficit)		4.19	←	From line 440

Lines 190 and 290 must be the same.

290 Total liabilities and surplus (total of lines 200 to 275) line 290 \$ 4.19

* Inventory as of the end of the candidacy period would include items purchased but not used (i.e. expensed). Inventory should also be taken as of 8pm on election day in order to exclude the value from the amount reported as election expenses

** A written copy of each loan agreement must be filed separately if there was a loan, line of credit, or bank overdraft in existence at any time to the candidate during the candidacy period.

Statement of Income, Expenses and Transfers for the Candidacy Period

Income and Transfers

300 Contributions	\$ 1,890.00	←	From line 630, column C
310 Transfers from constituency association	1,625.00	←	From line 760
320 Transfers from endorsing registered party	1,935.00	←	From line 720
330 Fundraising			
Other income (provide details)			
360			
390 Total income and transfers (total of line 300 to 360)		line 390	\$ <u>5,450.00</u>

Expenses and Transfers

400 Election expenses	\$ 4,561.98	←	From line 595
405 Non - election expenses	683.83	←	From line 590, column D
415 Transfer of money to registered party	200.00		
420 Transfer of property and services to registered party			
430 Total expenses and transfers (total of lines 400 to 420)		line 430	\$ <u>5,445.81</u>
440 Total period surplus/(deficit) (line 390 minus line 430)		line 440	\$ <u><u>4.19</u></u>
			To line 275

Schedule 1 - Candidacy Period Expenses (including non-monetary expenses)

	Election expenses used in election period			D Non-election expenses in candidacy period	E Total expenses (columns A plus B plus C plus D)
	A Cash / credit	B Non-monetary	C Property and services used and received through transfers		
500 Advertising - media	958.12			225.75	1,183.87
505 Posters, pamphlets, promotional	473.76				473.76
511 Disability					
512 Child care					
515 Fundraising					
520 Furniture and equipment rental					
525 Honoraria/salaries					
530 Interest and bank charges	6.32				6.32
535 Audit fee (amount in excess of subsidy)					
545 Office occupancy (rent, utilities)				125.00	125.00
550 Office supplies and postage	41.41				41.41
555 Polling (opinion surveys / market research)					
560 Signs/structural support	103.04		1,625.00		1,728.04
565 Transportation, accomodation and food	1,212.39			175.02	1,387.41
570 Telephone					
575 Personal					
Other (provide details)					
580 Candidate service package	141.94			158.06	300.00
585					
590 Total (total of line 500 to 585)	2,936.98		1,625.00	683.83	5,245.81

From
schedule
7,
line 850

From
schedule
8,
line 860

595 Total election expenses
(Total of line 590 column A, B
and C) 4,561.98 ← To line 400 ↑ To line 405

Provide the amount of bank charges and loan interest incurred from election day to four months after election day. (Not required if candidate did not qualify for reimbursement)

Loan interest line 597 \$ _____

Bank charges line 598 \$ 5.53

Schedule 2 - Contributions to a Candidate (including non-monetary contributions)

A. Contributions summary

		A	B	C (A plus B)
	Aggregate contributions:	Cash	Non-monetary contributions	Total of all contributions
600	\$250 or more	1,590.00		1,590.00
610	Less than \$250	300.00		300.00
630	Total	\$ 1,890.00	\$	\$ 1,890.00

← To line 300

B. Contributions of \$250 or more

Complete part B only if the aggregate value of the contributions (monetary and non-monetary) from any individual normally resident in Manitoba was \$250 or more.

Name of contributor	\$ Aggregate value of contribution
Hayward, Donna	750.00
Hayward, Terry	340.00
Hayward, Tim	500.00

Schedule 3 - Transfers from Endorsing Registered Party

Complete only if the candidate's campaign received transfers from the candidate's endorsing registered party:

- | | | | | |
|----|---|----------|-------------|---------------|
| A. | Total value of all <u>cash transfers</u> received during the candidacy period from the endorsing registered party: | line 700 | \$ 1,935.00 | |
| B. | Total value of all <u>transfers of property or services</u> received during the candidacy period from the endorsing registered party: | line 710 | \$ | |
| C. | Total transfers from endorsing registered party:
(total of lines 700 to 710) | line 720 | \$ 1,935.00 | ← To line 320 |
| D. | If you entered an amount on line 710, report the value of property or services that were used in the election period: | line 730 | \$ | |

Schedule 4 - Transfers from Candidate's Constituency Association

Complete only if the candidate's campaign received transfers from the candidate's constituency association:

A. Total value of all **cash transfers** received during the candidacy period from the constituency association: line 740 \$ _____

B. Total value of all **transfers of property or services** received during the candidacy period from the constituency association: line 750 \$ 1,625.00

C. Total transfers from constituency association: (total of lines 740 to 750) line 760 \$ 1,625.00

← To line 310

D. If you entered an amount on line 750, disclose the value of property or services that were **used** during the election period: line 770 \$ 1,625.00

If the aggregate value of transfers, as calculated on line 760 is \$250 or more, provide the following information:

E. Were there contributions of \$250 or more to the constituency association during the candidacy period?

No (no further information is required)

Yes (complete the schedule below)

Name of contributors of \$250 or more to the constituency association (attach list if necessary)	\$ Aggregate value of contribution

Schedule 5 - Reconciliation of Income Tax Receipts

Complete only if the candidate was registered to issue income tax receipts.

Total number of income tax receipts received from Elections Manitoba: line 780 25

Total number of income tax receipts returned to Elections Manitoba:

Issued to Contributors line 790 7 ← **Return Elections Manitoba copies only.**

Voided or cancelled line 800 _____ ← **Return all three copies.**

Unused line 810 18 ← **Return all three copies.**

Total number of income tax receipts returned to Elections Manitoba (total of line 790 to 810) line 820 25

Total unreturned income tax receipts (line 780 minus line 820) line 830 _____

Please provide receipt numbers and an explanation for unreturned income tax receipts.

Schedule 6 - Accounts Payable

Complete only if there are amounts owing to suppliers at the end of the candidacy period. Do not include loans payable.

Name of supplier	Description of expense	\$ Amount
	Total accounts payable	line 840 \$

↖
To line 200

Schedule 7 - Candidate's Disability Expenses

Complete only if reasonable* expenses were incurred by a candidate in relation to a disability to enable the candidate to campaign in an election period

*Per section 115 of *The Election Financing Act*, reasonable expenses are those that are over and above the expenses normally incurred by the candidate.

List and describe the nature of the expenses incurred and the amounts claimed.

Description of expense		\$ Value of expense incurred
Total disability expenses	line 850	\$

← To line 511,
column D

Signature of candidate

Date (mm/dd/yyyy)

Schedule 8 - Candidate's Child Care Expenses

Complete only if reasonable expenses* were incurred by a candidate in relation to child care expenses to enable the candidate to campaign in an election period.

*Per section 115 of *The Election Financing Act*, reasonable expenses are those that are over and above the expenses normally incurred by the candidate.

List and describe the nature of the expenses incurred and the amounts claimed.

Description of expense		\$ Value of expense incurred
Total child care expenses	line 860	\$

← To line 512, column D

Signature of candidate

Date (mm/dd/yyyy)

Schedule 9 - Pre-Election Period Advertising Expenses

(90-DAY PERIOD BEFORE THE START OF THE ELECTION PERIOD IN THE YEAR OF A FIXED DATE ELECTION)

Complete the following schedule to calculate the amount of advertising expenses subject to the pre-election period advertising limits. [s.58(2)]

Record your expenses if your candidacy period start date commenced before or during this 90-day pre-election period.

Advertising means advertising that promotes or opposes (directly or indirectly) a registered party, candidate, or leadership contestant. (s.115) For this part it includes promotional materials. (s.57)

Endorsed candidates (from line 940)	line 910	\$ _____
Individuals (from line 950)	line 920	_____
930 Total pre-election period advertising expenses (total line 910 and 920)	line 930	\$ _____

A. Advertising expenses incurred by the candidate in the pre-election period.

Details of expense	\$ Amount
Total	Line 940 \$ nil

B. Advertising expenses incurred by an individual on the candidate's behalf with the candidate's knowledge and consent in the pre-election period.*

Name of individual	\$ Amount
Total	Line 950 \$ nil

* Attach separate list if necessary.