

## INDEPENDENT AUDITORS' REPORT

To La-Toya Gibbons Official Agent for Donovan Martin

### *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 Donovan Martin for the candidacy period from June 18, 2019 to November 12, 2019 relating to the election held on September 10, 2019 in the electoral division of Notre Dame

In our opinion, Form 922, Candidate's Financial Statements and Supporting Schedules for Donovan Martin 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 Donovan Martin 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

- 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.*

January 3, 2020  
Winnipeg, Manitoba

**CHARTERED PROFESSIONAL ACCOUNTANTS**

*Thornton & Co.*

**The Manitoba Liberal Party**  
**Electoral Division of Tyndall Park**  
**Note to Form 922, Candidate's Financial Statements and Supporting Schedules**  
June 18, 2019 to November 12, 2019

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**1. Basis of accounting**

Form 922, Candidate's Financial Statements and Supporting Schedules (the Statements) has been prepared in accordance with the financial reporting provisions of *The Election Financing Act* of Manitoba and the accounting guidelines issued by Elections Manitoba.

The Statements are prepared to assist the Official Agent and the Candidate to meet the requirements of *The Election Financing Act* of Manitoba. The Statements are intended solely for the use of the Official Agent, the Candidate and the Chief Electoral Officer. Accordingly, readers are cautioned that the Statements may not be suitable for another purpose. *The Election Financing Act* of Manitoba requires that the Statements be made available for public inspection.

To be filed within four months after election day.

**For the candidacy period**

DATE

June 18, 2019

To

DATE

Nov 12, 2019

**Candidate**

NAME

Donovan Martin

ELECTORAL DIVISION

Notre Dame

REGISTERED PARTY / INDEPENDENT

Manitoba Liberal Party

**Official  
Agent**

NAME

La-Toya Gibbons

**Auditor**

NAME OF AUDITOR

Darlene Proctor

NAME OF PUBLIC ACCOUNTANT TO WHOM INQUIRY MAY BE DIRECTED (if different than above)

Darlene Proctor at Thornton and Co. 204-284-3717

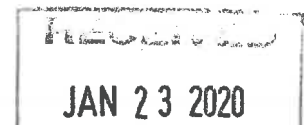
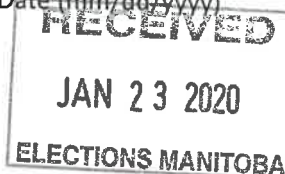
**DECLARATION**

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

12/07/2019

Date (mm/dd/yyyy)



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

| <b>Assets</b>  |    |            |   |
|--|----|------------|---|
| 100 Cash   | \$ | (3.84)     |   |
| 110 Accounts receivable  |    |            |   |
| 115 Inventory*   |    |            |   |
| Other assets (provide details)                                       |    |            |   |
| 130 _____  |    |            |   |
| 135 _____  |    |            |   |
| <b>190 Total Assets</b> (total of line 100 to 135)                   |    |            | line 190    \$ <u>(3.84)</u>  |
| <b>Liabilities and Surplus</b>                                       |    |            |   |
| 200 Accounts payable   | \$ | 1,594.92   | ← <span style="border: 1px solid black; padding: 2px;">From line 840</span> |
| 205 Overdraft/ line of credit **                                     |    |            |   |
| 220 Loans **   |    |            |   |
| Other liabilities (provide details)                                  |    |            |   |
| 230 _____  |    |            |   |
| 240 _____  |    |            |   |
| 275 Candidacy period surplus/(deficit)                               |    | (1,598.76) | ← <span style="border: 1px solid black; padding: 2px;">From line 440</span> |
| <b>290 Total liabilities and surplus</b> (total of lines 200 to 275) |    |            | line 290    \$ <u>(3.84)</u>  |

Lines 190 and 290 must be the same.

\* 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

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## Income and Transfers

|  |             |          |                         |
|--|-------------|----------|-------------------------|
| 300 Contributions  | \$ 3,175.00 | ←        | From line 630, column C |
| 310 Transfers from<br>constituency association                   |             | ←        | From line 760           |
| 320 Transfers from endorsing<br>registered party                 |             | ←        | From line 720           |
| 330 Fundraising  |             |          |                         |
| Other income (provide details)                                   |             |          |                         |
| 360  |             |          |                         |
|  |             |          |                         |
|  |             |          |                         |
| <b>390 Total income and transfers</b> (total of line 300 to 360) |             | line 390 | \$ <u>3,175.00</u>      |

## Expenses and Transfers

|   |             |          |                             |
|---|-------------|----------|-----------------------------|
| 400 Election expenses   | \$ 3,967.66 | ←        | From line 595               |
| 405 Non - election expenses   | 806.10      | ←        | From line 590, column D     |
| 415 Transfer of money to registered party                           |             |          |                             |
| 420 Transfer of property and services<br>to registered party        |             |          |                             |
| <b>430 Total expenses and transfers</b> (total of lines 400 to 420) |             | line 430 | \$ <u>4,773.76</u>          |
| <b>440 Total period surplus/(deficit)</b> (line 390 minus line 430) |             | line 440 | \$ <u><u>(1,598.76)</u></u> |
|   |             |          | To line 275                 |

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

|   | Election expenses used in election period |                   |   | D<br>Non-election<br>expenses in<br>candidacy<br>period | E<br>Total expenses<br>(columns A plus<br>B plus C plus D) |
|---|---|-------------------|---|---|--|
|   | A<br>Cash / credit                        | B<br>Non-monetary | C<br>Property and<br>services used<br>and received<br>through transfers |   |  |
| 500 Advertising - media                         | 842.00                                    |                   |   | 198.15  | 1,040.15   |
| 505 Posters, pamphlets, promotional             | 1,097.28                                  |                   |   |   | 1,097.28   |
| 511 Disability                                  |   |                   |   |   |  |
| 512 Child care                                  |   |                   |   |   |  |
| 515 Fundraising                                 |   |                   |   |   |  |
| 520 Furniture and equipment rental              |   |                   |   |   |  |
| 525 Honoraria/salaries                          |   |                   |   |   |  |
| 530 Interest and bank charges                   | 13.84                                     |                   |   | 18.85   | 32.69  |
| 535 Audit fee (amount in excess of subsidy)     |   |                   |   |   |  |
| 545 Office occupancy (rent, utilities)          |   |                   |   |   |  |
| 550 Office supplies and postage                 | 99.41                                     |                   |   | 59.36   | 158.77   |
| 555 Polling (opinion surveys / market research) | 1,486.51                                  |                   |   |   | 1,486.51   |
| 560 Signs/structural support                    | 75.61                                     |                   |   |   | 75.61  |
| 565 Transportation, accomodation and food       | 293.01                                    |                   |   | 529.74  | 822.75   |
| 570 Telephone                                   |   |                   |   |   |  |
| 575 Personal                                    |   |                   |   |   |  |
| Other (provide details)                         |   |                   |   |   |  |
| 580 Hall Rental                                 | 60.00                                     |                   |   |   | 60.00  |
| 585   |   |                   |   |   |  |
| 590 Total (total of line 500 to 585)            | 3,967.66                                  |                   |   | 806.10  | 4,773.76   |

From schedule 7, line 850

From schedule 8, line 860

595 Total election expenses (Total of line 590 column A, B and C) 3,967.66 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 \$ \_\_\_\_\_





### Schedule 3 - Transfers from Endorsing Registered Party

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

- A. Total value of all **cash transfers** received during the candidacy period from the endorsing registered party: line 700 \$ \_\_\_\_\_
- B. Total value of all **transfers of property or services** 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 \$ \_\_\_\_\_ ← **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 \$ \_\_\_\_\_

C. Total transfers from constituency association: line 760 \$ \_\_\_\_\_

(total of lines 740 to 750)

← 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 \$ \_\_\_\_\_

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<br>(attach list if necessary) | \$<br>Aggregate value of<br>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 \_\_\_\_\_

Total number of income tax receipts returned to Elections Manitoba:

Issued to Contributors line 790 \_\_\_\_\_

← **Return Elections  
Manitoba copies only.**

Voided or cancelled line 800 \_\_\_\_\_

← **Return all three  
copies.**

Unused line 810 \_\_\_\_\_

← **Return all three  
copies.**

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

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

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

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## 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   |
|------------------|------------------------|-------------|
| Donovan Martin   |                        | 1,594.92    |
|                  | Total accounts payable |             |
|                  | line 840               | \$ 1,594.92 |

↖ 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        | _____           |
| <b>930 Total pre-election period advertising expenses</b><br>(total line 910 and 920) | <b>line 930</b> | <b>\$ _____</b> |

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

| Details of expense | \$ Amount   |
|--------------------|---|
| <b>Total</b>       | <b>Line 940</b> \$ <input type="text" value="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   |
|--------------------|---|
| <b>Total</b>       | <b>Line 950</b> \$ <input type="text" value="nil"/> |

\* Attach separate list if necessary.