

INDEPENDENT AUDITORS' REPORT

To Bruce Waite, Official Agent for Terry Hayward, and Terry Hayward, the Candidate

We have audited the accompanying Form 922, Candidate's Financial Statements and Supporting Schedules, which comprises the Statement of Assets, Liabilities and Surplus as at June 20, 2016, Statement of Income, Expenses and Transfers for the Candidacy of Terry Hayward for the candidacy period from January 11, 2016 to June 20, 2016, relating to the election held on April 19, 2016 in the Electoral Division of Dawson Trail and a note describing the basis of accounting (the Statements). The Statements have been prepared by the Official Agent based on the financial reporting provisions of *The Election Financing Act* of Manitoba.

Official Agent's Responsibility for the Statements

The Official Agent is responsible for the preparation of the Statements in accordance with the financial reporting provisions of *The Election Financing Act* of Manitoba, and for such internal control as the Official Agent determines is necessary to enable the preparation of the Statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the Statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the 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 the Official Agent, as well as evaluating the overall presentation of the Statements.

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 and types of transactions inherent in any election campaign, the completeness of contribution income and donations in kind income and expenses is not susceptible of satisfactory audit verification. Accordingly, our verification of contribution income and donations in kind income and expenses was limited to the amounts recorded in the candidate's election campaign records and we were not able to determine whether any adjustments might be necessary to assets, liabilities, income, expenses and the campaign period surplus/deficit.

Thornton & Co.

INDEPENDENT AUDITORS' REPORT – continued

Opinion

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion paragraph, Form 922, Candidate's Financial Statements and Supporting Schedules for Terry Hayward for the candidacy period of January 11, 2016 to June 20, 2016, relating to the election held on April 19, 2016 in the Electoral Division of Dawson Trail are prepared in all material respects, in accordance with the financial reporting provisions of *The Election Financing Act* of Manitoba.

Basis of Accounting

Without modifying our opinion, we draw attention to Note 1 to the Statements, which describes the basis of accounting. The Statements are prepared to comply with the financial reporting provisions of *The Election Financing Act* of Manitoba. The Statements are filed with Elections Manitoba in accordance with *The Election Financing Act* of Manitoba. As a result, the Statements may not be suitable for another purpose.

Thornton & Co.

CHARTERED PROFESSIONAL ACCOUNTANTS

Winnipeg, Manitoba
July 18, 2016

Thornton & Co.

Manitoba Liberal Party
Electoral Division of Dawson Trail
Note to Form 922, Candidate's Financial Statements
January 11, 2016 to June 20, 2016

1. Basis of accounting

Form 922, Candidate's Financial Statements (the Statements) have 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.

922**Candidate's Financial Statements
and Supporting Schedules****Elections
Manitoba** 

(To be filed within 4 months after Election Day. Complete the form in ink.)

For the Candidacy Period

Date January 11, 2016

To

Date June 20, 2016

Candidate

Name

Hayward, Terry

Electoral Division

Dawson Trail

Endorsing Registered Party (if applicable)

Liberal

Official Agent

Name

Bruce Waite

Auditor

Name of Auditor

Thornton & Company

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

Date

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

Assets

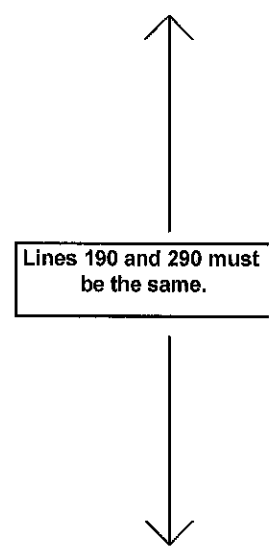
100 Cash	\$	563.68
110 Accounts receivable		_____
115 Inventory*		_____
Other assets (provide details)		_____
130 Bank Share		5.00
135 _____		_____

190 Total Assets (total of line 100 to 135) line 190 \$ 568.68

Liabilities and Surplus

200 Accounts payable	\$	484.47	←	From line 840
205 Overdraft/ Line of Credit **		_____		
220 Loans **		6,000.00		
Other liabilities (provide details)		_____		
230 _____		_____		
240 _____		_____		
275 Candidacy Period Surplus/(Deficit)		(5,915.79)	←	From line 440

290 Total Liabilities and Surplus (total of line 200 to 275) line 290 \$ 568.68



* 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	\$ 7,275.00	←	From line 630, column C
310 Transfers from candidate's constituency association	787.00	←	From line 760
320 Transfers from endorsing registered party	533.24	←	From line 720
330 Fundraising	_____		
Other Income (provide details)	_____		
360 _____	_____		
_____	_____		
390 Total Income and Transfers (total of line 300 to 360)		line 390	\$ <u>8,595.24</u>

Expenses and Transfers

400 Election expenses	\$ 12,599.90	←	From line 595
405 Non - election expenses	1,911.13	←	From line 590, column D
415 Transfer of money to endorsing registered par	_____		
420 Transfer of property and services to endorsing registered party	_____		
430 Total Expenses and Transfers (total of line 400 to 420)		line 430	\$ <u>14,511.03</u>
440 Total Period Surplus/(Deficit) (line 390 minus line 430)		line 440	\$ <u>(5,915.79)</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	709.33		350.00	716.33	1,775.66
505 Posters, pamphlets, promotional	779.33		3.24	172.69	955.26
511 Disability					
512 Child care					
515 Fundraising					
520 Furniture and equipment rental					
525 Honoraria/salaries					
530 Interest and bank charges					
535 Audit fee (amount in excess of subsidy)					
545 Office occupancy (rent, utilities)	1,307.11			5.63	1,312.74
550 Office supplies and postage	960.31			197.36	1,157.67
555 Polling (opinion surveys, market research)	4,000.00				4,000.00
560 Signs/structural support	1,292.01				1,292.01
565 Transportation, accomodation and food	3,198.57			819.12	4,017.69
570 Telephone					
575 Personal					
Other (provide details)					
580					
585					
590 Total (total of line 500 to 585)	12,246.66		353.24	1,911.13	14,511.03

From
schedule
7,
line 850

From
schedule
8,
line 860

595 Total election expenses
(Total of line 590 column A, B
and C)

12,599.90

← To line 400

↑
To line 405

Provide the amount of bank charges and loan interest incurred from the close of the polls to 4 months after election day. (Not required if candidate did not qualify for reimbursement)

Loan interest line 597 \$ 67.07

Bank Charges line 598 \$

Additional pages attached?

Yes _____

No X

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

A. Contributions Summary

		A	B	C (A plus B)
	Aggregate Contributions of:	Cash	Non-monetary contributions	Total of all Contributions
600	\$250 or more	5,100.00		5,100.00
610	Less than \$250	2,175.00		2,175.00
630	Total	\$ 7,275.00	\$	\$ 7,275.00

← To line 300

B. Contributions of \$250 or More

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

Name of Contributor (alphabetical order)	\$ Aggregate Value of Contribution
Alexander, Edward	400.00
Chaput, Maria	300.00
Corp, John	500.00
Hacault, Linda	500.00
Hayward, Donna	500.00
Hayward, Doreen	1,000.00
Hayward, Terry	1,000.00
Hayward, Tim	500.00
Waite, Bruce	400.00

Schedule 3 - Transfers from Endorsing Registered Part

(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 candidate's endorsing registered party: | line 700 | \$ | <u>180.00</u> | |
| B. | Total value of all transfers of property or services during the candidacy period from the candidate's endorsing registered party: | line 710 | \$ | <u>353.24</u> | |
| C. | Total transfers from candidate's endorsing registered party:
(total of line 700 to 710) | line 720 | \$ | <u>533.24</u> | ← 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 | \$ | <u>353.24</u> | |

List attached?

Yes _____

No X

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 candidate's constituency association: line 740 \$ 787.00

B. Total value of all **transfers of property or services** during the candidacy period from the candidate's constituency association: line 750 \$

C. Total transfers from candidate's constituency association: (total of line 740 to 750) line 760 \$ 787.00

← 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 \$

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 endorsing the candidate 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
John Corp	787.00

Schedule 5 - Reconciliation of Income Tax Receipts

(Complete only if the candidate was registered to issue income tax receipts - i.e. Form 911 was filed with Elections Manitoba)

Total number of income tax receipts received from Elections Manitoba line 780 75

Total number of income tax receipts returned to Elections Manitoba:

<input checked="" type="radio"/> Issued to Contributors	line 790	<u>23</u>	← Return Elections Manitoba copies only.
<input checked="" type="radio"/> Voided or cancelled	line 800	<u>3</u>	← Return all three copies.
<input checked="" type="radio"/> Unused	line 810	<u>49</u>	← Return all three copies.

Total number of income tax receipts returned to Elections Manitoba (total of line 790 to 810) line 820 75

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
Terry Hayward	Pre Writ Fuel , Meals and Parking	484.47
Total accounts payable		484.47
line 840		\$

To line 200

Candidate's Signature

Date

Schedule 7 - Candidate's Disability Expenses

(Complete only if reasonable* expenses were incurred by a disabled candidate in relation to a candidate 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

Candidate's Signature

Date

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

Schedule 9 - Annual Advertising Expenses (outside the election period and to be completed for the year of a fixed date election)

(Complete the following schedule to calculate the amount of advertising expenses subject to the annual advertising limits.) s.58(2)

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)

Total advertising expenses incurred during year 716.33 (outside the election period)

910 Endorsed candidates (from line 940) line 910 \$ 716.33

920 Individuals (from line 950) line 920 _____

930 Total Annual advertising expenses
outside election period (total of line 910 to 920) line 930 \$ 716.33

A. Advertising expenses incurred by the candidate outside the election period and in the year of a fixed date election.*

Details of Expense	\$ Amount
Dawson Trail Dispatch Newspaper Ad 03/29/2016	194.78
Dawson trail dispatch newspaper Ad 02/14/2016	389.55
In Seine Newsletter newspaper Ad 03/11/2016	132.00
Total Line 940	\$ 716.33

B. Advertising expenses incurred by an individual on the candidate's behalf with the candidate's knowledge and consent outside the election period and in the year of a fixed date election.*

Name of Individual	Address	\$ Amount

Total Line 950 \$ nil

* Attach separate list if necessary.