

**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 paid immediately over to the clerk who is responsible for the conduct of the election.

For the campaign period from (day candidate filed nomination) 

YYYY	MM	DD
2 0 1 8	0 5	0 9

 to 

YYYY	MM	DD
2 0 1 8	1 2	3 1

Initial filing reflecting finances to December 31 (or 45 days after voting day in a by-election)

Supplementary filing including finances after December 31 (or 45 days after voting day in a by-election)

**Box A: Name of Candidate and Office**

Candidate's name as shown on the ballot

Last Name or Single Name

HOLLINGSWORTH

Given Name(s)

Sandra

Office for which the candidate sought election

Councillor

Ward name or no. (if any)

Ward 1

Municipality

Corporation of the City of Sault Ste. Marie

Spending Limit - General

\$ 17,121.85

Spending Limit - Parties and Other Expressions of Appreciation

\$ 1,712.19

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

**Box B: Declaration**



I, Sandra Hollingsworth, 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

2019/03/27

Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd)	Time Filed	Initial of Candidate or Agent (if filed in person)	Signature of Clerk or Designate
2019 03 27	3:47 pm		



**Expenses not subject to spending limits**

Accounting and audit	+ \$	
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	+ \$	14.85
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.	+ \$	
<b>Total Expenses not subject to spending limits</b>	<b>= \$</b>	<b>14.85 C4</b>

**Total Campaign Expenses (C2 + C3 + C4) = \$ 10,061.13 C5**

**Box D: Calculation of Surplus or Deficit**

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	+ \$	-8.88	D1
Eligible deficit carried forward by the candidate from the last election (applies to 2018 regular election only)	- \$		D2
<b>Total (D1 – D2)</b>	<b>= \$</b>	<b>-8.88</b>	
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	- \$		
Surplus (or deficit) for the campaign	<b>= \$</b>	<b>-8.88</b>	D3

If line D3 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	+ \$	6,800.00
Contributions in goods and services from candidate and spouse (include value listed in Table 3 and Table 4)	+ \$	
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).	\$	3,750.00
Total value of contributions exceeding \$100 per contributor (from line 1B on page 5; list details in Table 1 and Table 2)		
• 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).	\$	
<b>Less:</b> Contributions returned or payable to the contributor	– \$	500.00
Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25	– \$	
<b>Total Amount of Contributions (record under Income in Box C)</b>	<b>= \$</b>	<b>10,050.00</b> 1A

**Part II – Contributions exceeding \$100 per contributor – individuals other than candidate or spouse**

**Table 1: Monetary contributions from individuals other than candidate or spouse**

Name	Full Address	Date Received	Amount Received \$	Amount \$ Returned to Contributor or Paid to Clerk
Ian Hollingsworth	192 Upton Road Sault Ste Marie Ontario P6A 2W4	2018/08/17	1,000.00	
Helen Hollingsworth	192 Upton Road Sault Ste Marie Ontario P6A 2W4	2018/08/17	1,000.00	
Robert MacGillivray	610 Thornwood Ave Sikeston Missouri 63801	2018/10/03	500.00	500.00
Jeff Elgie	82 Ski Hill Road Searchmont Ontario P0S 1J0	2018/10/03	500.00	
Bruce Hollingsworth	192 Upton Road Sault Ste Marie Ontario P6A 3W4	2018/09/07	500.00	
John Hollingsworth	124 Twisty Road RR 1 Desbarats Ontario P0R 1E0	2018/09/07	250.00	
<b>Total</b>			<b>3,750.00</b>	

Additional information is listed on separate supplementary attachment

**Table 2: 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 \$
None	None	None		
<input type="checkbox"/> Additional information is listed on separate supplementary attachment <span style="float: right;"><b>Total</b></span>				

**Total for Part II - Contributions exceeding \$100 per contributor**  
 (Add totals from Table 1 and Table 2 and record the total in Part 1 - Summary of Contributions) **\$ 3,750.00 1B**

**Part III – Contributions from candidate or spouse**

**Table 3: Contributions in goods or services**

Description of Goods or Services	Date Received (yyyy/mm/dd)	Value \$
None		
<input type="checkbox"/> Additional information is listed on separate supplementary attachment <span style="float: right;"><b>Total</b></span>		

**Table 4: 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 \$
<input type="checkbox"/> Additional information is listed on separate supplementary attachment				<b>Total</b>

**Schedule 2 – Fundraising Events and Activities**

**Fundraising Event/Activity**

Complete a separate schedule for each event or activity held

Additional schedule(s) attached

Description of fundraising event/activity \_\_\_\_\_

Date of event/activity (yyyy/mm/dd) \_\_\_\_\_

**Part I – Ticket revenue**

Admission charge (per person)

(If there are a range of ticket prices, attach complete breakdown of all ticket sales)

Number of tickets sold

\$ \_\_\_\_\_ 2A  
X \_\_\_\_\_ 2B

**Total Part I (2A X 2B) (include in Part 1 of Schedule 1)** = \$ \_\_\_\_\_

**Part II – Other revenue deemed a contribution**

(e.g. revenue from goods sold in excess of fair market value)

Provide details

- 1. \_\_\_\_\_ + \$ \_\_\_\_\_
- 2. \_\_\_\_\_ + \$ \_\_\_\_\_
- 3. \_\_\_\_\_ + \$ \_\_\_\_\_
- 4. \_\_\_\_\_ + \$ \_\_\_\_\_
- 5. \_\_\_\_\_ + \$ \_\_\_\_\_

**Total Part II (include in Part 1 of Schedule 1)** = \$ \_\_\_\_\_

**Part III – Other revenue not deemed a contribution**

(e.g. contribution of \$25 or less; goods or services sold for \$25 or less)

Provide details

- 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. \_\_\_\_\_ + \$ \_\_\_\_\_
- 6. \_\_\_\_\_ + \$ \_\_\_\_\_
- 7. \_\_\_\_\_ + \$ \_\_\_\_\_
- 8. \_\_\_\_\_ + \$ \_\_\_\_\_

**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

Calam Rossi Chartered Accountants LLP

Municipality

Sault Ste Marie, Canada

Date (yyyy/mm/dd)

2019/02/14

**Contact Information**

Last Name or Single Name

ROSSI

Given Name(s)

Anthony S.

Licence Number

1-17316

Address

Suite/Unit No.

302

Street No.

369

Street Name

Queen Street East

Municipality

Sault Ste Marie

Province

Ontario

Postal Code

P6A 1Z4

Telephone No. (including area code)

705 253-0110

Email Address

asrossi@crrllp.ca

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.





CALAM±ROSSI  
CHARTERED ACCOUNTANTS LLP

ALEXANDER B. CALAM, CPA, CA Retired Partner  
ANTHONY S. ROSSI, CPA, CA, Partner

369 QUEEN ST. EAST, SUITE 302 • SAULT STE. MARIE, ON • P6A 1Z4  
Tel: 705.253.0110 • Fax: 705.253.1771

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## INDEPENDENT AUDITORS' REPORT

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**To: Malcolm White, Clerk, City of Sault Ste. Marie**

### ***Qualified Opinion***

We have audited the schedule of Campaign Income and Expenses (the "schedule") of Sandra Hollingsworth (the "Candidate"), for the period May 9, 2018 to December 31, 2018, and notes including a summary of significant accounting policies and other explanatory information (Hereinafter referred to as the "schedule").

In our opinion, except for the possible effects of the matter described in the "Basis for Qualified Opinion" section of our auditors' report, the accompanying schedule for the period from May 9, 2018 to December 31, 2018 is prepared, in all material respects, in accordance with the financial reporting provisions of section 88 of the Municipal Elections Act, 1996 (the "Act").

### ***Basis for Qualified Opinion***

The Candidate derives revenues from campaign contributions, the completeness of which is not susceptible to satisfactory audit verification. Accounting, verification of these contributions was limited to the amounts recorded in the records provided by the Candidate. Therefore, we were not able to determine whether any adjustments might be necessary to campaign contributions and calculation of surplus or deficit for the period ending December 31, 2018.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the schedule" section of our auditors' report.

We are independent of the Candidate in accordance with the ethical requirements that are relevant to our audit of the schedule in Canada and we have fulfilled our other 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.

***Emphasis of Matter - Financial Reporting Framework***

We draw attention to Note 1 to the schedule, which describes the applicable financial reporting framework. The schedule is prepared to assist the Candidate to comply with the reporting provisions of the Municipal Elections Act, 1996. Our opinion is not modified in respect of this matter.

***Other Matter - Restriction on Use***

Our report is intended solely for the Candidate and the City of Sault Ste Marie and should not be used by any parties other than the Candidate and the City of Sault Ste Marie.

***Other Information***

The Candidate is responsible for the other information. Other information comprises:

- the information, other than the schedule, and the auditors' report thereon, included in the Financial Statement - Auditor's Report Candidate - Form 4.

Our opinion on the schedule does not cover the information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the schedule, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the schedule or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

We obtained the information, other than the schedule and the auditors' report thereon, included in the Financial Statement - Auditor's Report Candidate - Form 4 as at the date of this auditors' report. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditors' report. We have nothing to report in this regard.

***Responsibilities of the Candidate***

The Candidate is responsible for the preparation of the schedule in accordance with the financial reporting provisions of section 88 of the Municipal Elections Act, 1996; this includes determining that the applicable financial reporting framework is an acceptable basis for the preparation of the schedule in the circumstances, and for such internal control as the Candidate determines is necessary to enable the preparation of a schedule that is free from material misstatement, whether due to fraud or error.

In preparing the schedule, the Candidate is responsible for assessing the Candidate's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate or to cease operations, or has no realistic alternative but to do so.

### **Auditors' Responsibilities for the Audit of the Schedule**

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

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 schedule, 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 no for the purpose of expressing an opinion on the effectiveness of the Candidate's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Candidate's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the schedule or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Candidate to cease to continue as a going concern.



Chartered Professional Accountants  
Licensed Public Accountants  
February 14, 2019  
Sault Ste. Marie, Canada

CAMPAIGN INCOME AND EXPENSES OF SANDRA HOLLINGSWORTH  
Schedule of Campaign Income and expense

For the period from May 9, 2018 to December 31, 2018

	Actual
Income:	
Contributions from candidate	\$ 6,800
Contributions to candidate	3,250
Service charge rebate	2
	10,052
Expenses subject to spending limits:	
Signs	2,345
Advertising	3,860
Brochures and flyers	2,679
Meetings hosted	1,073
Bank charges	89
	10,046
Expenses not subject to spending limits:	
Bank charges	15
	10,061
Deficit	\$ (9)

CAMPAIGN INCOME AND EXPENSES OF SANDRA HOLLINGSWORTH  
Notes to Schedule

For the period from May 9, 2018 to December 31, 2018

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**1. Basis of accounting:**

This schedule is prepared in accordance with the financial provisions of section 88 of the Municipal Elections Act, 1996.

**2. Significant accounting policies:**

Contributions to candidate:

Contributions to candidate are in accordance with sections 88.8 to 88.18 of the Municipal Elections Act, 1996 and were incurred during the election campaign. Contributions include amounts that are greater than \$25 received during the period from May 9, 2018 to December 31, 2018 from residents of Ontario and the Candidate.

Expenses:

Expenses are eligible under sections 88.19 to 88.32 of the Municipal Elections Act, 1996 if they are directly related to the campaign. Expenses include the costs incurred from May 9, 2018 to December 31, 2018 for goods or services by the Candidate for use in the election campaign. Expenses may include goods or services that were contributed by other parties and are valued at their fair value.