



**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 7	2 2

 to 

YYYY	MM	DD
2 0 2 3	0 1	0 3

- 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 Kapusinski	Given Name(s) Ron
Office for Which the Candidate Sought Election Regional Councillor	Ward Name or Number (if any)

Municipality Town of Whitby		
Spending Limit General \$91,511.30	Parties and Other Expressions of Appreciation \$9,151.13	Contribution Limit Contributions from Candidate and Spouse \$25,000.00

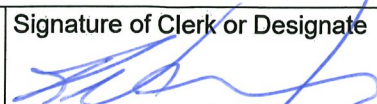
I did not accept any contributions or incur any expenses. (Complete Boxes A and B only)

**Box B: Declaration**

I, Ron Kapuscinski, 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

2023 03 16  
\_\_\_\_\_  
Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd) <u>2023/03/27</u>	Time Filed <u>9:47 AM</u>	Initial of Candidate or Agent (if filed in person) <u>RK</u>	Signature of Clerk or Designate 
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## Statement of Campaign Income and Expenses

Information is required. Values will auto-populated once the applicable details are calculated.

Name of bank or recognized lending institution	Amount borrowed \$
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### INCOME

Total amount of all contributions (from line 1A in Schedule 1)	+ \$	23,410.56	see Note *
Revenue from items \$25 or less	+ \$		
Sign deposit refund	+ \$		
Revenue from fundraising events not deemed a contribution (from Part III of Schedule 2)	+ \$		see Note *
Interest earned by campaign bank account	+ \$		
Other (provide full details)			
1. _____	+ \$		
2. _____	+ \$		
3. _____	+ \$		
4. _____	+ \$		
5. _____	+ \$		
6. _____	+ \$		
<b>Total Campaign Income (Do not include loan)</b>			<b>= \$ 23,410.56 C1</b>

### 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)	\$		see Note *
Advertising	\$	7,492.48	
Brochures/flyers	\$	6,970.11	
Signs (including sign deposit)	\$	6,049.11	
Meetings hosted	\$		
Office expenses incurred until voting day	\$		
Phone and/or internet expenses incurred until voting day	\$		
Salaries, benefits, honoraria, professional fees incurred until voting day	\$		
Bank charges incurred until voting day	\$	42.40	
Interest charged on loan until voting day	\$		
Other (provide full details)			
1. _____	+ \$		
2. _____	+ \$		
3. _____	+ \$		
4. _____	+ \$		
5. _____	+ \$		
6. _____	+ \$		
<b>Total Expenses subject to general spending limit</b>	<b>\$</b>	<b>20,554.10</b>	<b>C2</b>

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

1. _____	+ \$		
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_____	+ \$	_____
_____	+ \$	_____
_____	+ \$	_____
_____	+ \$	_____
<b>Expenses subject to spending limit for parties and other expressions of appreciation</b>	\$	<b>C3</b>

**3. Expenses not subject to spending limits**

Accounting and audit	\$	847.50	
Cost of fundraising events/activities (list details in Part IV of Schedule 2)	\$	_____	see Note *
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. _____	+ \$	_____

**Total Expenses not subject to spending limits** \$ **862.35** C4

**Total Campaign Expenses (C2 + C3 + C4)** = \$ **21,416.45** C5

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

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 - C5)	+ \$	1,994.11	D1
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	- \$	1,994.11	
Surplus (or deficit) for the campaign			= \$ <u>0</u> 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	+	\$	9,210.56
Contributions in goods and services from candidate and spouse (include value listed in Table 1 and Table 2)	+	\$	see Note *
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).		\$	
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).		\$	14,200.00 see Note *
<b>Less:</b> Ineligible contributions paid or payable to the contributor 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>23,410.56 1A</b>

### 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 (\$)
<b>Total</b>		

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 (\$)
<b>Total</b>				

Additional information is listed on separate supplementary attachment, if completed manually.

### Part III – Contributions exceeding \$100 per contributor – individuals other than candidate or spouse



## 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.	_____	+ \$
2.	_____	+ \$
3.	_____	+ \$
4.	_____	+ \$
5.	_____	+ \$

**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  
Chartered Professional Accountant

Municipality Town of Whitby	Date (yyyy/mm/dd) 2023/03/16
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**Contact Information**

Last Name or Single Name Tully	Given Name(s) Andrew	Licence Number 1-18985
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**Address**

Suite/Unit Number	Street Number 500	Street Name Brock Street South
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Municipality Town of Whitby	Province ON	Postal Code L1N 4K7
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Telephone Number 905-668-7788	Email Address andrew@rstaccountants.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.

Name	Address	Date Received	Amount
1 James Lamothe	18 Spinning Lane Whitby ON LP1 1M8	26-Aug-22	\$100
2 Murray Rose	3604 Murvale Rd Harrowsmith ON K0H 1V0	9-Sep-22	\$150
3 Robert Boychyn	712 Anderson Street Whitby ON L1N 3V6	19-Sep-22	\$200
4 Sarah Shaw	226 Centre Street Whitby ON L1N 4T1	22-Sep-22	\$100
5 Kenneth Rovinelli	1163 Old Post Dr Oakville ON L6M 1A5	23-Sep-22	\$1,000
6 Duncan Webster	15 Holyrood Avenue Oakville ON L6K 2V4	23-Sep-22	\$1,000
7 Derrick Gleed	19 Monterey Ct Ashburn ON L0B 1A0	23-Sep-22	\$300
8 Edward Sorbara	105 Sandringham Dr Toronto ON M3H 1E1	11-Oct-22	\$250
9 Gary Young	9270 Heron Rd Ashburn ON L0B 1A0	13-Oct-22	\$300
10 Joseph Kapuscinski	22 Fulwood Cres Whitby ON L1N 6K8	2-Dec-22	\$600
11 Shirley Kapuscinski	22 Fulwood Cres Whitby ON L1N 6K8	2-Dec-22	\$600
12 Douglas Westenhofer	902 Greenwood Cres Whitby ON L1N 1C8	5-Dec-22	\$600
13 Marta Lara	20 Fulwood Cres Whitby ON L1N 6K8	5-Dec-22	\$600
14 J. Armando Lara	20 Fulwood Cres Whitby ON L1N 6K8	5-Dec-22	\$600
15 Donna Burwash	38 Fulwood Cres Whitby ON L1N 6K8	5-Dec-22	\$600
16 S. Brian Burwash	38 Fulwood Cres Whitby ON L1N 6K8	5-Dec-22	\$600
17 Ronald Bryant	311 High St Whitby ON L1N 5H7	5-Dec-22	\$600
18 Doug King	10 Erickson Drive Whitby ON L1N 8S8	5-Dec-22	\$600
19 Dawn King	10 Erickson Drive Whitby ON L1N 8S8	12-Dec-22	\$600
20 Stan Kapuscinski	812 King St Whitby ON L1N 5A4	12-Dec-22	\$600
21 Marilyn Kapuscinski	812 King St Whitby ON L1N 5A4	12-Dec-22	\$600
22 Doreen Kapuscinski	751 Cochrane St Whitby ON L1N 5J7	12-Dec-22	\$600
23 Larry Nobbs	4 Goodwood Dr Whitby ON L1N 8K4	12-Dec-22	\$600
24 Lynn Middleton	11 Simcoe St Brooklin ON L1M 1B2	12-Dec-22	\$600
25 Carly McCagherty	46 Sandhil Ct Brooklin ON L1M 2J4	18-Dec-22	\$600
26 Riley Kapuscinski	46 Sandhil Ct Brooklin ON L1M 2J4	18-Dec-22	\$600
27 Abigail Kapuscinski	46 Sandhil Ct Brooklin ON L1M 2J4	18-Dec-22	\$600

\$14,200





# Ritchie Shortt & Tully LLP

CHARTERED PROFESSIONAL ACCOUNTANTS

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## INDEPENDENT AUDITOR'S REPORT

To Ron Kapuscinski, Candidate

### Qualified Opinion

We have audited the accompanying Financial Statement – Auditor's Report Candidate – Form 4 ("the Financial Statement") of Ron Kapuscinski, candidate, for the campaign period July 22, 2022 to January 3, 2023 relating to the election held on October 24, 2022, prepared in accordance with the reporting provisions of the 2022 Candidate's Guide - Ontario Municipal Council and School Board Elections ("the Guide") and Section 88.22 of the Municipal Elections Act, 1996 ("the Act").

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying Financial Statement for the period July 22, 2022 to January 3, 2023 is prepared in all material respects, in accordance with the reporting provisions of the 2022 Candidate's Guide - Ontario Municipal Council and School Board Elections and the Municipal Elections Act, 1996.

### Basis for Qualified Opinion

Due to the inherent nature of transactions of any election campaign, the completeness of various categories of income and expenses is not susceptible to satisfactory audit verification. Accordingly, our verification of income and expenses was limited to the amounts recorded in the candidate's election campaign records and we are not able to determine whether any adjustments might be necessary to income and expenses, and surplus or deficit. Our opinion on the Financial Statement for the campaign period July 22, 2022 to January 3, 2023 was modified accordingly because of the possible effects of this limitation in scope.

The Municipal Elections Act, 1996 does not require us to report, nor was it practical for us to determine that contributions reported include only those which may be properly retained in accordance with the provisions of the Municipal Elections Act, 1996.

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 Financial Statement section of our report. We are independent of the Campaign 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 qualified opinion.

### Emphasis of Matter – Basis of Accounting and Restrictions on Distribution

Without modifying our opinion, we note that the Form 4 is prepared for information and use of the Candidate and the Town Clerk to comply with Municipal Elections Act, 1996, and as such, may not be suitable for another purpose. The attached Form 4 is not intended to be and should not be used, circulated, quoted, or otherwise referred to by anyone other than the specified users or for any other purpose without our express written consent.

## The Candidate's responsibility for the Financial Statement

The Candidate is responsible for the preparation and fair presentation of the Financial Statement in accordance with the accounting treatment prescribed in the 2022 Candidate's Guide - Ontario Municipal Council and School Board Elections and the Municipal Elections Act, 1996, and for such internal control as he determines is necessary to enable the preparation of the Financial Statement that are free from material misstatement, whether due to fraud or error.

The Candidate is responsible for overseeing the Campaign's financial reporting process.

## Auditor's Responsibilities for the Audit of the Financial Statement

Our objectives are to obtain reasonable assurance about whether the Financial Statement as a whole are 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 Financial Statement. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the Financial Statement, 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 Campaign's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Candidate.

We communicate with the Candidate 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.

*Rochin Shorth-Jelly LLP*

Whitby, Ontario  
March 16, 2023

Chartered Professional Accountants  
Licensed Public Accountants