
TO: COMPLIANCE AUDIT COMMITTEE

SUBJECT: CLERK'S REPORT REGARDING CONTRIBUTION LIMITS

SUBMITTED BY: W. COOKE, DIRECTOR OF LEGISLATIVE AND COURT SERVICES/CITY CLERK

RECOMMENDED MOTION

1. That the Compliance Audit Committee consider this report and decide whether to commence a legal proceeding against Jeffrey Roher for an apparent contravention of the *Municipal Elections Act*.

PURPOSE & BACKGROUND

2. The purpose of this Staff Report is to provide the Compliance Audit Committee with a report on an apparent contravention of the contribution limits in Section 88.9 of the *Municipal Elections Act*, 1996, S.O. 1996, c.32 (the "MEA" or "Act").
3. As legislated by the MEA, the 2022 Municipal Election was held on October 24, 2022.
4. During the campaign period, candidates could receive contributions from individuals who are residents of Ontario.
5. Section 88.9 of the MEA established the following contribution limits for the 2022 Municipal Election:
 - \$1,200 contribution limit to one candidate
 - \$5,000 combined contribution limit to two or more candidates for office on the same Council.
6. Candidates for Council also have a limit on how much they and their spouse can contribute to their own campaign, however this contribution limit is not part of the Clerk's review.
7. After the campaign period, all candidates (including those who withdrew their nomination) were required to complete and file their Financial Statement — Auditor's Report — Form 4 with the City Clerk as required by Section 88.25 of the MEA.
8. On the financial statement, candidates were required to document contributors that had contributed more than \$100 to their campaign.
9. Section 88.34(1), (2), (3) and (4) sets out the requirements for the Clerk in respect to reviewing and reporting on contributions to candidates which appear to have exceeded the contribution limits set out in section 88.9 of the Act.
10. In accordance with section 88.34(2), (3), and (4), the Clerk must prepare a report of any apparent over-contributions and forward the report to the Compliance Audit Committee for consideration as soon as possible following the filing deadline (March 31, 2023). A separate report is required for each apparent over-contribution.

11. Within 30 days after receiving a report under subsection (4) or (7), the compliance audit committee shall consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention.
12. Notice of the meeting is given to the contributor, the applicable candidate, and the public.

ANALYSIS

13. Sixty-Six (66) financial statements for Council and School Board Trustee candidates were submitted to the City Clerk before the filing deadline of Friday, March 31, 2023 at 2:00 p.m.
14. Two candidates failed to file their financial statement by the filing deadline or during the grace period (deadline of Monday, May 2, 2023, at 2:00 p.m.).
15. The contributions reported on each financial statement were reviewed and entered into a spreadsheet that tracked contributions by contributor's name and address, as well as the amount contributed.
16. The following information details a contributor who appears to have exceeded the maximum contribution limit under Section 88.9(1):

"A contributor shall not make contributions exceeding a total of \$1,200 to any one candidate in an election."

Contributor Name:	Jeffrey Roher
Contributor Address:	753 Briar Hill Avenue, Toronto, ON
Total Amounted Contributed:	\$6,000
Candidate's Name:	Mike McCann, Candidate for Mayor

17. The above details are extracted from the publicly available financial statement submitted by the candidate (Appendix "A"). Financial statements filed pursuant to the *Municipal Elections Act*, 1996, are public records under the *MEA*.

ENVIRONMENTAL AND CLIMATE CHANGE IMPACT MATTERS

18. There are no environmental and/or climate change impact matters related to the recommendation.

OPTIONS AND ALTERNATIVES

19. The Compliance Audit Committee is required to render a decision regarding the findings of the report as set out in section 88.34(8) of the Act.
20. The options available to the Committee are:

Option #1

The Compliance Audit Committee could decide to commence a legal proceeding against the contributor for the apparent contravention.

Option #2

The Compliance Audit Committee could decide not to commence legal proceeding against the contributor for the apparent contravention.

FINANCIAL

21. If the Committee decides to commence legal action against the contributor, the costs associated with securing legal representation will be borne by the municipality. The estimated cost at this time is not more than \$15,000.
22. If the Committee decides not to commence legal action, there are no financial implications for the Corporation resulting from this decision.

LINKAGE TO 2022-2026 STRATEGIC PLAN

23. The recommendation(s) included in this Staff Report support the following goals identified in the 2022-2026 Strategic Plan:
 - ☐ Affordable Place to Live
 - ☐ Community Safety
 - ☐ Thriving Communities
 - ☐ Infrastructure Investments
 - ☒ Responsible Governance



Ministry of Municipal Affairs
and Housing

**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

 to

YYYY	MM	DD
2	0	2

☒ 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

MCCANN

Given Name(s)

MIKE

Office for Which the Candidate Sought Election

MAYOR

Ward Name or Number (if any)

Municipality

CITY OF BARRIE

Spending Limit

General

~~\$90,000.00~~ 94,874.90

Parties and Other Expressions of Appreciation

~~\$1,200.00~~ 9,487.49

Contribution Limit

Contributions from Candidate and Spouse

~~\$15,000.00~~ 25,000

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

Box B: Declaration

I, MIKE MCCANN, declare that to the best of my knowledge and belief that these financial statements and attached supporting schedules are true and correct.

Mike McCann

Signature of Candidate

March 14, 2023

Date (yyyy/mm/dd)

Date Filed (yyyy/mm/dd)

2023/03/29

Time Filed

3:39 PM

Initial of Candidate or Agent (if filed in person)

Signature of Clerk or Designate

Megan White

Box C: Statement of Campaign Income and Expenses**LOAN**

Name of bank or recognized lending institution

Amount borrowed
\$**INCOME**

Total amount of all contributions (from line 1A in Schedule 1)	+ \$	40,630.00
Revenue from items \$25 or less	+ \$	
Sign deposit refund	+ \$	
Revenue from fundraising events not deemed a contribution (from Part III of Schedule 2)	+ \$	
Interest earned by campaign bank account	+ \$	
Other (provide full details)		
1. Office Space (Sep-Oct)	+ \$	4,000.00
2.	+ \$	
3.	+ \$	
4.	+ \$	
5.	+ \$	
6.	+ \$	

Total Campaign Income (Do not include loan)**= \$ 44,630.00 C1****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)

	\$	
Advertising	+ \$	9,235.40
Brochures/flyers	+ \$	7,826.38
Signs (including sign deposit)	+ \$	5,500.00
Meetings hosted	+ \$	
Office expenses incurred until voting day	+ \$	16,437.84
Phone and/or internet expenses incurred until voting day	+ \$	4,130.00
Salaries, benefits, honoraria, professional fees incurred until voting day	+ \$	
Bank charges incurred until voting day	+ \$	789.02
Interest charged on loan until voting day	+ \$	
Other (provide full details)		
1.	+ \$	
2.	+ \$	
3.	+ \$	
4.	+ \$	
5.	+ \$	
6.	+ \$	

Total Expenses subject to general spending limit = \$ 43,918.64 C2**2. Expenses subject to spending limit for parties and other expressions of appreciation**

1.	+ \$	
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2.	_____	+ \$	_____
3.	_____	+ \$	_____
4.	_____	+ \$	_____
5.	_____	+ \$	_____
Total Expenses subject to spending limit for parties and other expressions of appreciation		= \$	C3

3. 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	_____	+ \$	_____
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		= \$	C4

Total Campaign Expenses (C2 + C3 + C4)	= \$	43,918.64	C5
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Box D: Calculation of Surplus or Deficit

Excess (deficiency) of income over expenses (Income minus Total Expenses) (C1 – C5)	+ \$	711.36	D1
If there is a surplus, deduct any refund of candidate's or spouse's contributions to the campaign	– \$	711.36	
Surplus (or deficit) for the campaign	= \$		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	\$	15,000.00	
Contributions in goods and services from candidate and spouse (include value listed in Table 1 and Table 2)	+ \$		
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).	+ \$	25,630.00	
Less: Ineligible contributions paid or payable to the contributor	– \$		
Contributions paid or payable to the clerk, including contributions from anonymous sources exceeding \$25	– \$		
Total Amount of Contributions (record under Income in Box C)	= \$	40,630.00	1A

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 (\$)
Total		

☐ 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 (\$)
Total				

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

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

Table 3: Monetary contributions from individuals other than candidate or spouse

Name	Full Address	Date Received (yyyy/mm/dd)	Amount Received (\$)	Amount Returned to Contributor or Paid to Clerk (\$)
Monetary contribtuins > \$100	See attached list		25,630.00	
Total			25,630.00	

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

Table 4: 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 (\$)
Total				

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

Total for Part III – Contributions exceeding \$100 per contributor
(Add totals from Table 3 and Table 4 and record the total in Part 1 – Summary of Contributions) \$ 25,630.00 1B

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 _____ 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 CITY OF BARRIE	Date (yyyy/mm/dd) 2023/03/09
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Contact Information

Last Name or Single Name TUNSTALL	Given Name(s) TRENT	Licence Number 1-16835
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Address

Suite/Unit Number 2	Street Number 660	Street Name BAYVIEW DRIVE
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Municipality CITY OF BARRIE	Province ONTARIO	Postal Code L4N 9P5
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Telephone Number 705-739-7566	Email Address trent.tunstall@sslgroup.ca
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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.

**MIKE MCCANN CAMPAIGN
DONATION SUMMARY**

Donee	Address	Donation Type	Donation Date	Amount
c Wendy Halbert	107-8 Dovercourt Road, Toronto ON, M6J 0B6	Cheque	2022-08-08	1,200.00
c Donald Pratt	27 Clapperton St., Suite 300, Barrie ON, L4M 3E6	Cheque	2022-08-30	1,200.00
c Jason Filke	PO Box 28043 Wellington Plaza, Barrie ON L4N 7W1	E-Transfer	2022-09-08	1,200.00
c Matthew Silverburg	8 Dovercourt Road, Toronto ON, M6J 0B6	Cheque	2022-09-10	1,200.00
c Tran, Thong	28 Majesty Boulevard, Barrie ON, L4M 7K3	Credit card	2022-09-23	1,000.00
c Battaglia, Darick	431 Huronia Road, Unit 2, Barrie ON L4N 9B3	Credit card	2022-09-23	500.00
c Busch, Craig	16 Bingham Court, Barrie ON, L4N 8M1	Credit card	2022-09-25	1,000.00
c Melchior, Dino	299 Lakeshore Drive, Barrie ON, L4N 7Y9	Credit card	2022-09-28	400.00
c Roher, Jeffrey	753 Briar Hill Avenue, Toronto ON, M6B 1L7	Credit card	2022-10-03	6,000.00
c Forfar, David	47 Sophia Street East, Barrie ON, L4M 1Y5	Credit card	2022-10-04	1,200.00
c Pratt, Bradley	5 Bridle Trail, Midhurst ON, L9X 0J9	Credit card	2022-10-06	1,200.00
c Wilson, Wayne	1507 French Rd, Tiny ON, L0L 1P1	Credit card	2022-10-17	1,180.00
c Dale, Brittany	69 Riverdale Drive, Wasaga Beach ON, L9Z 1G1	Credit card	2022-10-18	500.00
c Nash, Sheryl	54 Fieldnest Crescent, Whitby ON, L1R 1Z6	Credit card	2022-10-18	500.00
c Savino, Gerard	215 Heathwood Heights Drive, Aurora ON, L4G 4X7	Credit card	2022-10-18	500.00
c Bray, Leigh-Ann	21 Vallance Way, Whitby ON, L1M 0E7	Credit card	2022-10-18	500.00
c Melchior, Dino	299 Lakeshore Drive, Barrie ON, L4N 7Y9	Credit card	2022-10-18	400.00
c D'Orazio Alexander	15 Baleberry Crescent, Toronto ON, M9P 3L1	Credit card	2022-10-19	1,200.00
c D'Orazio Lauren	15 Baleberry Crescent, Toronto ON, M9P 3L1	Credit card	2022-10-19	1,200.00
c Lawton, Eric	11 Hogan Court, Barrie ON, L4M 6W7	Credit card	2022-10-19	500.00
c Hansen, Heljar	35 Worsley St., Barrie ON, L4M 1L7	Credit card	2022-10-21	400.00
c Mitchell Goldhar	3200 Hwy 7, Concord ON, L4K 5Z5	Cheque	2022-10-03	1,200.00
c Peter Moore	1881 Quantz Cres, Innisfil ON, L9S 1X2	Cheque	2022-10-27	250.00
c Scott Elliot	15 Sarjeant Dr., Barrie ON, L4N 4V9	Cheque	2022-10-27	1,200.00
Total monetary donations received >\$100				25,630.00

INDEPENDENT AUDITORS' REPORT

Municipal Elections Act, 1996 (Section 88.25)

To the Ontario Ministry of Municipal Affairs

Opinion

We have audited the accompanying Statement of Campaign income and expenses, the Statement of Determination of Surplus or Deficit and Disposition of surplus and the related schedules of Mike McCann, the candidate, for the campaign period July 20, 2022 to December 31, 2022, relating to the election held during 2022. These statements are the responsibility of Mike McCann, the candidate. Our responsibility is to express an opinion on these statements based on our audit.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying statements and schedules present fairly, in all material respects, the results of the campaign of Mike McCann, the candidate, for the period July 20, 2022 to December 31, 2022 in accordance with the Candidates' Guide for Ontario municipal council and school board elections and the Municipal Elections Act 1996.

Basis for Qualified Opinion

In common with many soliciting organizations, the Organization derives revenue from contributions, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these contributions was limited to the amounts recorded in the records of the Organization and we were not able to determine whether any adjustments might be necessary to contributions, excess of revenues over expenses, current assets and net assets.

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 Financial Statements section of our report. We are independent of Mike McCann in accordance with the ethical requirements that are relevant to our audit of the financial statements 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.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is responsible for assessing Mike McCann'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 Mike McCann or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing Mike McCann's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to 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 these financial statements.

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 financial statements, 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 Mike McCann'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 Mike McCann'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 financial statements 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 Mike McCann to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent 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.

Smith, Sykes, Leeper & Tunstall LLP

**CHARTERED PROFESSIONAL ACCOUNTANTS
Licensed Public Accountants**

Barrie, Ontario.
March 14, 2023.



NOTICE OF A MEETING OF THE COMPLIANCE AUDIT COMMITTEE

Municipal Elections Act, 1996 (s. 88.37(1))

TO: Mr. Jeffrey Roher
753 Briar Hill Avenue, Toronto, ON M6B 1L7

FROM: Wendy Cooke, City Clerk of The Corporation of the City of Barrie

RE: **CLERK'S REPORT RESPECTING CONTRIBUTORS WHO APPEAR TO HAVE CONTRAVENED THE CONTRIBUTION LIMITS UNDER SECTION 88.9 OF THE MUNICIPAL ELECTIONS ACT**

In accordance with Section 33.34(1) of the *Municipal Elections Act* (the *Act*), I am required to review the contributions reported on the financial statements submitted by a candidate to determine whether any contributor appears to have exceeded any of the contribution limits set out in Section 88.9 of the *Act*. As a result of this review, it appears that you have exceeded the \$1,200 limit to any one candidate in the City of Barrie Municipal Election.

Section 88.34 (8) of the *Act* requires that the Compliance Audit Committee consider the above noted report and decide whether to commence a legal proceeding against the contributor for an apparent contravention. The meeting will take place on **Tuesday, May 30, 2023 at 10:00 a.m. in Huronia A Boardroom at City Hall, 70 Collier Street, Barrie, Ontario.**

The agenda for this meeting will be made public on the City of Barrie's website no later than Thursday, May 25, 2023 at 4:30 p.m. at: <https://barrie.legistar.com/Calendar.aspx>

The meeting will be conducted in accordance with the *Municipal Elections Act*, the *Statutory Powers Procedures Act*, and the Procedures for the Election Compliance Audit Committee which can be found on the City's Council and Committees, Task Forces webpage at the address below:

<https://www.barrie.ca/government/council-committees/committees-task-forces/advisory-committees/compliance-audit-committee>

As set out in the procedures, both the contributor and candidate will have the opportunity to address the Committee regarding this matter. If the Contributor and/or the Candidate (and/or their respective representatives) are not present at meeting, the Committee may proceed in their absence, and they are not entitled to any further notice.

Meetings of the Committee are open to the public and any information including documents which are presented to the Committee will be received and form part of the public record.

Issued on May 16, 2023 to:

Contributor: Jeffrey Roher (Via Registered Mail)
Candidate: Mike McCann (Via Email and Registered Mail)

A handwritten signature in black ink, appearing to read "Wendy Cooke", written over a horizontal line.

Municipal Clerk or designate