

Compliance Audit Process

Once an application is received, it is forwarded to the Town's Compliance Audit Committee for review, providing a copy of the application to Council of the Town of Collingwood. Within 30 days of receiving the application, the Compliance Audit Committee must decide whether the application should be granted or denied. This decision can be appealed to the Ontario Court of Justice within 15 days after the decision of the Committee is made.

If the application is granted, the Compliance Audit Committee then appoints an auditor licensed under the *Public Accounting Act* to conduct a compliance audit of the candidate's election campaign finances.

An auditor's report outlining any apparent contraventions by the candidate is then provided to the candidate, the Council and Clerk of the Town of Collingwood, the applicant and forwarded to the Compliance Audit Committee within 10 days of the Clerk receiving the report.

The Compliance Audit Committee must consider the report within 30 days after receiving it and may,

- 1) if the report concludes that the candidate appears to have contravened a provision of this Act relating to election campaign finances, commence a legal proceeding against the candidate for the apparent contravention;
- 2) if the report concludes that the candidate does not appear to have contravened a provision of this Act relating to election campaign finances, make a finding as to whether there were reasonable grounds for the application.



Application for a Compliance Audit

Municipal Elections Act, 1996

1. An application for a compliance audit must be received by the Clerk of the Town of Collingwood within 90 days after the latest of,
 - The filing date under section 78 of the *Municipal Elections Act, 1996 as amended (the Act)* (March 25, 2011);
 - The candidate's supplementary filing date, if any, under section 78 of the *Act* (September 30, 2011);
 - The filing date for the final financial statement under section 79.1 of the *Act*, or
 - The date on which the candidate's extension, if any, under subsection 80(4) of the *Act* expires.

2. The applicant must be entitled to vote in a Town of Collingwood municipal election.

3. This application must be mailed or submitted to:
 - Town of Collingwood - Attn: Clerk Sara Almas
 - 97 Hurontario Street, Collingwood, ON L9Y 2L9
 - Monday through Friday between 8:30am and 4:30pm

Important: *If an auditor's report finds that there is no apparent contravention to the Act and the committee finds that there are no reasonable grounds for this application, Council is entitled to recover the auditor's costs from the applicant.*

APPLICANT INFORMATION		
Last Name:	First Name:	
Applicant's full qualifying address within municipality		
Mailing Address, if different than qualifying address		
Telephone: ()	Fax: ()	Email:

CANDIDATE INFORMATION AND REASON FOR AUDIT REQUEST
Candidate Name: _____
Nomination for the Office of: <input type="checkbox"/> Mayor <input type="checkbox"/> Deputy Mayor <input type="checkbox"/> Councillor
<i>*Audit requests for school board trustees are to be filed directly with the applicable school board</i>
Please explain the reason(s) that you believe that the candidate named above has contravened the <i>Municipal Elections Act, 1996</i> relating to municipal election campaign finances, including the section of the Act that you feel has been contravened. Reasons may be stated here or attached to this application on a separate sheet.

CONSENT
I, _____, the applicant mentioned in this application, declare that I am presently legally entitled to vote in a Town of Collingwood municipal election, that the above is my qualifying address and the information provided in this application is complete and accurate to the best of my knowledge.
<div style="display: flex; justify-content: space-between;"> _____ _____ </div>
Signature of Applicant Date

PLEASE RETURN THIS APPLICATION TO:
 Town of Collingwood – Clerk Services
 97 Hurontario Street, PO Box 157, Collingwood, Ontario L9Y 3Z5
 Tel: (705) 445-1030 ext. 3225

For Office Use Only	
Date received:	Received by:

This application will be shared with the Clerk of the Town of Collingwood, Compliance Audit Committee, the Auditor chosen to investigate this application (if applicable), and Council of the Town of Collingwood. This information is collected under the authority of the Municipal Act, 2001 and the Municipal Elections Act, 1996 for the purpose of applying for a compliance audit of a candidate's election campaign finances. Pursuant to the Municipal Elections Act, 1996 this document is a public record, despite anything in the Freedom of Information and Protection of Privacy Act, 1990, and, until its destruction, may be inspected by any person at the Clerk's Office at a time when the office is open. Questions about this collection can be directed to the Clerk of the Town of Collingwood, 97 Hurontario Street, Collingwood, ON L9Y 3Z5 705-445-1030, Ext. 3225