



TOWNSHIP OF UXBRIDGE

MUNICIPAL ELECTION COMPLIANCE AUDIT

(*Municipal Elections Act, 1996 c.32, Schedule, s. 81(1)*)

FREQUENTLY ASKED QUESTIONS

What is a Compliance Audit?

A compliance audit is an audit of a Candidate's election campaign finances and his/her compliance with the provisions of the *Municipal Elections Act, 1996*, as they relate to election campaign finances.

How do I view a candidate's municipal election campaign finances?

The Election Page on the Township of Uxbridge website contains electronic versions of the required Form 4 Financial Statement for each candidate. You may also view the documents in the Clerk's Department during regular business hours.

What must I do if I have a concern about a candidate's election campaign finances?

If you believe that a candidate's election campaign finances contravene the *Municipal Elections Act, 1996*, you may submit an Application for a Municipal Election Compliance Audit to the Township Clerk.

Can anybody request a Municipal Election Compliance Audit?

In order to request a Municipal Election Compliance Audit you must be an elector who is entitled to vote i.e. you must reside in the Township of Uxbridge or be the owner or tenant of land therein or the spouse of such owner or tenant. You must also be a Canadian citizen, at least eighteen (18) years of age and not be prohibited from voting under subsection 17(3) of the *Municipal Elections Act, 1996*.

When can I file a 2010 Application for a Municipal Election Compliance Audit?

The application must be made on or before June 23rd, 2011, being ninety (90) days after the last date for the candidates' filing of Financial Statements for the 2010 elections or, in the case of a candidate's extension of the campaign period, within ninety (90) of the supplementary filing date.

Is there a cost to the filing of an Application for a Municipal Election Compliance Audit?

An application form must be submitted together with a non-refundable fee of \$25.00 for each audit being requested.

How do I prepare a 2010 Application for a Municipal Election Compliance Audit?

The Application for a Municipal Election Compliance Audit form is available from the Township of Uxbridge website or may be picked up from the Clerk's Department at Town Hall, 51 Toronto Street South, Uxbridge.

Your application must include:

- Notice that you are an eligible voter
- Your name and contact information
- Name of the candidate whose election finances you are requesting an audit for as well as the office for which they were running in the 2010 election
- The reasons that you believe the candidate has contravened the provisions of the *Municipal Elections Act, 1996*, as they relate to campaign finances
- Any other relevant information
- The date that you submitted the application to the Township Clerk
- Your signature

Where do I send my application?

The application should be sent to the Township Clerk, 51 Toronto Street South, P.O. Box 190, Uxbridge, ON L9P 1T1. An application for a Compliance Audit of a school board candidate should be sent to the Secretary of the appropriate School Board.

Please note that applications will not be received by e-mail or fax.

How long will it take for my application to be heard?

Within ten (10) days of receiving your application, the Clerk will forward it to the Compliance Committee. Within thirty (30) days of receiving your application, the Compliance Audit Committee will consider the application and decide whether to grant or reject it.

Will I be notified of the date?

Yes. Both the applicant and candidate will receive, by registered mail, notification of the date when the Committee will consider the application.

What happens if the Committee grants the application?

If the Committee grants the application, it will appoint an auditor to promptly start the audit of the candidate's election campaign finances to determine whether the candidate complied with the provisions of the *Municipal Elections Act, 1996*.

What if I don't agree with the decision of the Committee?

The decision of the Committee may be appealed to the Ontario Court of Justice within fifteen (15) days after the decision is made. The Court may make any decision that the Committee could have made.

What happens once the auditor completes the audit?

Once the auditor has completed the audit, he/she will provide a report to the Council, the Township Clerk, the candidate and the applicant. The Committee will consider the report within thirty (30) days of receiving it and determine whether legal proceedings against the candidate should be commenced.

Who pays for the auditor?

The Township pays for the auditor's cost. However, if the report indicates there were no apparent contraventions and the Committee finds there were no reasonable grounds for the application, the Township of Uxbridge is entitled to recover the auditor's fees from the applicant.