

| <b>Election Compliance Audit</b>  |                              |  |
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| <b>2014 - M1 Application for Election Compliance Audit - B.Bigger Office of Mayor</b>   |                              |  |
| <i>Note: The dates indicated following the meeting are assigned on the assumption that the ECAC meeting will conclude on the 4th of January. If the meeting ends on the 5th. dates will be moved ahead one day. These deadlines reflect the dates set out in the MEA and the ECAC Procedure By-law No.1</i> |                              |  |
| <u>Action</u>   | <u>Date</u>                  | <u>Notes</u>   |
| ECA Application Filed - fee paid  | Monday, December 07, 2015    |  |
| Notice of Application   | Monday, December 7, 2015     | As per the <i>Municipal Elections Act, 1996</i> (MEA) the application was sent to the Election Compliance Audit Committee(ECAC), City Council within 10 days of receipt. A report was created and appended to the December 15th 2015 Council agenda for the information of the public.(MEA s.81(4))  |
| Notice of meeting   | Tuesday, December 22, 2015   | The agenda for the January 4, 2016 meeting of the Election Compliance Audit Committee will serve as the notice of meeting and will be released December 22, 2015. Notice will be sent to the ECAC, Applicant, Candidate, City Council, SMT, City Solicitor, Auditor (when Auditor's report is being considered). (MEA s.81(5) and ECAC Procedure By-Law No. 1 s.10.04) |
| Candidate response to application   | Wednesday, December 23, 2015 | Deadline for candidate to submit response to the application to the Clerk. Responses must be submitted 5 business days prior to the meeting. (ECAC Procedure By-law No.1 s. 6.07)  |
| Clerk to provide copy of candidate's response   | Tuesday, December 29, 2015   | Deadline for clerk to submit candidate response to application to all persons notified of the meeting. Clerk shall circulate the candidate responses 3 business prior to the meeting. To be circulated under separate cover. (ECAC Procedure By-law No.1 s. 6.08)  |
| Submission of exhibits  | Wednesday, December 30, 2015 | Deadline for exhibits to be submitted to the Clerk. Where the exhibit was not submitted with the written application. 10 copies of the exhibit shall be submitted to the Clerk 2 business days prior to the meeting. For distribution at the meeting. (ECAC Procedure By-law No. 1 s.7.02)   |

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| Meeting of ECAC   | Monday, January 04, 2016        | The committee will meet to consider the application within 30 days of its receipt and decide whether it should be granted or rejected. If the committee decides to grant the application an Auditor shall be appointed. (MEA s.81 (5))  |
| Notice of Decision  | Thursday, January 07, 2016      | Where an ECAC has made a decision on an application, the Clerk shall issue a notice of decision by way of copy of resolution to the Applicant and the Candidate within 3 days of the decision. (ECAC Procedure By-law No.1 s.11.02)   |
| Appeal of ECAC decision   | Wednesday, January 20, 2016     | Decision of the ECAC must be appealed to the Ontario Court of Justice by this date. The decision of the ECAC must be appealed within 15 days after the decision is made. (MEA s.81(6))  |
| <b>Election Compliance Audit - If Granted</b>   |                                 |   |
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| Auditor's Report  | N/A                             | Auditor shall promptly conduct an audit of the candidate's election campaign finances to determine whether he or she has complied with the provisions of this Act relating to election campaign finances and shall prepare a report outlining any apparent contravention. (MEA s.81(9)) |
| Report to be forwarded to committee   | 10 days after receipt of report | Clerk shall forward the report to the ECAC within 10 days of receipt. (MEA s.81(11))  |
| Notice of meeting   | 10 days after receipt of report | Clerk shall issue notice of meeting within 10 days of receipt of an Auditor's Report. (ECAC Procedure By-law No. 1 s.10.05)   |

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| ECAC consider report | 30 days after receipt from Clerk | ECAC shall consider the report within 30 days of receipt. If the report concludes that the candidate appears to have contravened a provision of the Act the committee may commence a legal proceeding against the candidate. If the report concludes that there was no contravention the committee may make a finding as to whether there were reasonable grounds for the application. If there were no reasonable grounds for the application the municipality is entitled to recover the auditor's costs from the applicant. (MEA s.81(14)) |
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