

MUNICIPAL AND NORTHERN RELATIONS

**Important Notice to
Chief Administrative Officers**

**2024 Audited Financial Statements
Due June 30, 2025**

2024 Audited Financial Statements Template:

The 2024 audited financial statements template to be used by Municipal Auditors is now available to download from the Department of Municipal and Northern Relations website: https://www.gov.mb.ca/mr/mfas/mfas_psab.html.

Important – Municipalities may now choose to provide a copy of the 2024 audited financial statements template to their auditors or inform their auditors to download the template from the above-mentioned website. The department will not send the template to auditors appointed by municipalities.

Updates to the Template:

The 2024 template incorporates updates from the 2023 template. The changes include:

- Statement of Remeasurement Gains and Losses – prior year information.
- Notes to the Financial Statements
 - Note 2 – new or updated text in sections h, j, and p.
 - Note 14 – regular update regarding the pension program.
 - Note 27 – public-private partnerships.

Filing Deadline:

Please be reminded that municipalities' 2024 audited financial statements are due no later than **June 30, 2025** in accordance with The Municipal Act.

Should you be facing challenges in meeting these deadlines, please contact department officials using the contact information below to discuss and seek solutions.

Municipal auditors must provide a copy of the audited financial statements by June 30, 2025 to the Head of Council and the Minister of Municipal and Northern Relations. An electronic copy of the audited financial statements may be emailed by the auditor to mrmaas@gov.mb.ca. A hard copy is not required.

Please note that municipal auditors must without delay report to the Minister and the Head of Council any failure of a person or institution to comply with auditors' entitlement to access to the records and information relating to the financial affairs of the municipality (section 189 of The Municipal Act). Auditors can email such a report to mrmaas@gov.mb.ca.

Importance of Audited Financial Statements:

Timely completion of audited financial statements is a key component in assuring the public that their taxes and fees are being used as they expect, providing public accountability and transparency and enabling comparison of actual year-end results with your annual budget. Filing audited financial statements is also required to receive Canada Community Building Fund (formerly Federal Gas Tax) and, at times, other payments.

If you have any questions, please contact Municipal and Northern Relations at (204) 945-2572 or by email at mrmaas@gov.mb.ca.