

Department of Municipal and Community Affairs

Government of Newfoundland and Labrador

September 28, 2026

To: City and Town Councils

Title: Budget 2027

Each year, we ask municipalities to prepare and approve a budget for the next fiscal year. Your budget must show your expected revenues and expenses, along with the tax rates and fees you will charge. This process helps you plan responsibly, cover operating costs, and provide sustainable service to residents.

You must adopt your 2027 budget by December 1, 2026. You must then submit a copy of that budget, in the required format, to the appropriate regional office of the Department of Municipal and Community Affairs by December 31, 2026.

When you prepare your budget, you and your senior staff will review expected operating costs, infrastructure maintenance, planned capital projects, and long-term financial priorities. This review helps you ensure that your taxes and fees are enough to support municipal operations and services.

2027 Budget Revisions:

To help you prepare your 2027 budget, we have added budget worksheets for specific revenue categories, such as property tax and permit fees. Information you enter in the worksheets will automatically appear on the related municipal budget line. This reduces duplicate data entry and the need for extra forms.

Taxation Guidelines:

Hybrid Taxation Models: You cannot use a hybrid taxation model that combines property tax and poll tax. If your budget includes both, you must revise and resubmit it.

We ask you to review all information carefully before approving and submitting your budget. This will help make sure that your documents are accurate and complete.

Accountability Measures:

You must continue to maintain own-source revenue on a per capita basis. We have provided more information about this and other accountability measures in the 2025-26 Fiscal Year Annual Circular and Templates, titled *Community Sustainability Partnerships Accountability Measures and Exemptions*.

Assistance and Support

In our upcoming budget training sessions, we will explain how to complete your budget and use the new revenue-based worksheets. We strongly encourage you to attend an online or in-person training session. If you need help with the Budget Worksheet, Budget Form, or submission process, please contact your Municipal Regional Office.

Submission Requirements:

You must email us a signed copy of your 2027 Budget to MunicipalRO@gov.nl.ca by December 31, 2026.

Note: You must now complete your municipal tax structures electronically.

Resources:

We have made the required budget forms available online in Microsoft Excel format at: <https://www.gov.nl.ca/mpa/forms/#budgets>. If you have questions about the budget process or required forms, please contact your local regional office.

For more information contact the Municipal Support Division:

Division Email: MunicipalRO@gov.nl.ca

Regional Office:

- Western/Labrador: (709) 637-2332
- Central: (709) 256-1050
- Eastern: (709) 729-0259