



CITY OF WELLAND BUDGET REVIEW COMMITTEE (BRC) TERMS OF REFERENCE

Purpose

The City of Welland Budget Review Committee (BRC) annually reviews the Municipal Operating and Capital Budgets as well as the Water and Sewer Operating and Capital Budgets and recommends their adoption by Council to establish tax rates and water/sewer rates respectively. In addition, it monitors departmental expenditure reports on a quarterly basis and recommends to Council various expenditure and financing strategies and policies.

Members

- Mayor (ex-officio)
- Members of City Council

The Corporate Services Chair assumes the role of the Chair.

Staff Contacts

- City Manager
- General Manager, Financial and Corporate Services/Treasurer
- Manager of Budgets and Financial Reporting/Deputy Treasurer

Duties and Functions

- Set tax target rates
- Set and review debt management strategy
- Establish a budget timetable
- Develop long-term strategic financial plans
- Budget monitoring
- Ensure budget alignment with the strategic priorities and priority actions/initiatives
- Review budget variance reports
- Receive input from the community via public information session(s)
- Budget Review Committee Chair is the committee contact person and provides liaison with staff and the media

Frequency of Meetings

Meetings will be held in accordance to the schedule.

Term of Appointment

The term of appointment shall coincide with term of Council or until reappointed.

Quorum

Five members of Council including the Chair shall constitute the quorum of the Budget Review Committee.