THE REGIONAL MUNICIPALITY OF PEEL

AUDIT AND RISK COMMITTEE

MINUTES

Members Present:	N. Fairhead C. Fonseca N. Iannicca R. Santos	I. Sinclair R. Starr H. Zuberi
Members Absent:	K. Ras	
Staff Present	J. Baker, Chief Administrative Officer S. Baird, Commissioner of Digital and Information Services K. Lockyer, Regional Clerk and Interim Commissioner of Corporate Services S. VanOfwegen, Commissioner of Finance and Chief Financial Officer P. O'Connor, Regional Solicitor A. Smith, Interim Chief Planner A. Warren, Interim Commissioner of Public Works J. Sheehy, Commissioner of Human Services	N. Polsinelli, Commissioner of Health Services S. Nagel, Director, Corporate Finance and Treasurer J. Weinman, Interim Director, Enterprise Risk and Audit C. Thomson, Deputy Clerk and Manager of Legislative Services H. Gill, Committee Clerk S. Valleau, Legislative Specialist R. Khan, Legislative Technical Coordinator

1. CALL TO ORDER

Harjit Gill, Committee Clerk, called the Audit and Risk Committee meeting to order on January 21, 2021 at 9:02 a.m., in the Council Chambers, Regional Administrative Headquarters, 10 Peel Centre Drive.

Councillor Ras was absent due to a personal matter.

Councillor Sinclair arrived at 9:24 a.m.

2. ELECTION OF CHAIR AND VICE CHAIR

RECOMMENDATION ARC-1-2021:

That Councillor Starr be elected Chair of the Audit and Risk Committee for the remainder of the Council term or until a successor is appointed.

RECOMMENDATION ARC-2-2021:

That Councillor Santos be elected Vice-Chair of the Audit and Risk Committee for the remainder of the Council term or until a successor is appointed.

Councillor Starr assumed the Chair.

3. DECLARATIONS OF CONFLICTS OF INTEREST

Nil.

4. APPROVAL OF AGENDA

RECOMMENDATION ARC-3-2021:

That the agenda for the January 21, 2021 Audit and Risk Committee meeting, be approved.

5. DELEGATIONS

Nil.

6. REPORTS

6.1 IT Application Portfolio Sustainment

(For information)
Presentation by Sean Baird, Commissioner, Digital and Information Services, Peter Parsan, Director, IT Solutions and David Freudenstein, Manager, IT Solutions Delivery and Support

Received

RECOMMENDATION ARC-4-2021:

That staff be directed to report back to a future Audit and Risk Committee meeting to provide an in camera security briefing.

Sean Baird, Commissioner, Digital and Information Services, Peter Parsan, Director, IT Solutions and David Freudenstein, Manager, IT Solutions Delivery and Support, provided an overview of the IT Application Portfolio Sustainability Program including; the concept of technical debt and how it applies to the Region of Peel; the current and proposed program framework; work completed to date; and, the planned approach for the next three years.

In response to questions from Councillor Fonseca regarding the implications of old technology and required staff support, Peter Parsan noted that the goal is to remove legacy technology and consolidate a core number of platforms that have sustainment models, allowing the Region of Peel to stay current.

Councillor Santos noted that the Federation of Canadian Municipalities announced that applications are now open for its Municipal Asset Management Program funding and that some of the Region's work may qualify for the program.

In response to questions from Committee Members regarding security, Janice Baker, Chief Administrative Officer suggested that staff provide an in camera security briefing to a future meeting of the Audit and Risk Committee.

6.2 Water Meter Testing Audit

(For information)
Presentation by Steven Fantin, Director, Operations Support and Jennifer Weinman, Interim Director, Enterprise Risk and Audit Services

Received

RECOMMENDATION ARC-5-2021:

That staff be directed to provide additional communication to residents and business owners to build awareness of the Region's Active Preventative Maintenance Plan.

Steven Fantin, Director, Operations Support and Jennifer Weinman, Interim Director, Enterprise Risk and Audit Services, presented the results of the Water Meter Testing Audit. They provided an overview of the audit objectives, audit observations, best practices at the Region of Peel and implementation of the management action plan.

In response to a question from Councillor Fonseca regarding water meter testing for small businesses, Steven Fantin noted that all meters are tested when they are first installed and that additional proactive testing is conducted with business and residential properties throughout the year.

Councillor Fonseca suggested that additional communication be made available for residents and business owners on the Region's Active Preventative Maintenance Plan.

In response to a question from Councillor Starr regarding the ability for staff to detect a leak on a resident’s property, Steven Fantin noted that staff can assist with identifying if a leak has occurred and help in isolating the location. Al Marques, Manager of Meter Operations, noted that upon verification of a leak staff will provide the homeowner with suggestions on how to save on water consumption.

6.3 Update on Contract Management Processes for Emergency Shelters

(For information)

Received

RECOMMENDATION ARC-6-2021:

That staff report back to a meeting of the Audit and Risk Committee in early 2022 to provide an update on shelter standards;

And further, that the subject report include an update on the next steps as outlined in the report of the Commissioner of Human Services, listed on the January 21, 2021 Audit and Risk Committee agenda, titled "Update on Contract Management Processes for Emergency Shelters".

In response to questions from Councillor Fonseca regarding the inclusion of a community safety plan and incorporation of youth feedback from the client survey, Commissioner Sheehy noted that staff are currently in the process of completing a request for proposal to acquire a new vendor to update shelter standards and that lessons learned and best practices will be applied across all shelters.

Councillor Fonseca requested that staff report back to a future meeting of the Audit and Risk committee in early 2022 on next steps as outlined in the subject report and updated shelter standards.

6.4 Deloitte 2020 Audit Service Plan

(For information)

Received

7. COMMUNICATIONS

Nil.

8. OTHER BUSINESS

Nil.

9. IN CAMERA

Nil.

10. NEXT MEETING

Thursday, March 4, 2021
11:00 a.m. – 12:30 p.m.
Council Chamber, 5th Floor
Regional Administrative Headquarters
10 Peel Centre Drive, Suite A
Brampton, Ontario

Please forward regrets to Harjit Gill, Committee Clerk, at harjit.gill@peelregion.ca.

11. ADJOURNMENT

The meeting adjourned at 10:14 a.m.