



**THE REGIONAL MUNICIPALITY OF PEEL
AUDIT AND RISK COMMITTEE
MINUTES**

Members Present:	M. Ali C. Early C. Emick J. Horneck	N. Iannicca A. Tedjo P. Vicente
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Members Absent:	C. Fonseca
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Staff Present:	J. Baker, Chief Administrative Officer G. Kent, Chief Financial Officer and Commissioner of Corporate Services P. Caza, Regional Solicitor K. Dedman, Commissioner of Public Works N. Polsinelli, Commissioner of Health Services A. Adams, Regional Clerk and Director of Legislative Services J. Weinman, Director, Enterprise Risk and Audit Services	S. Nagel, Director, Corporate Finance and Treasurer C. Thomson, Deputy Clerk and Manager of Legislative Services H. West, Committee Clerk A. Dhindsa, Legislative Assistant M. Greenough, Legislative Assistant D. Rai, Legislative Technical Coordinator
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1. CALL TO ORDER/ROLL CALL

Councillor Horneck, Committee Chair, called the Audit and Risk Committee meeting to order on April 20, 2023 at 11:02 a.m., in the Council Chambers, Regional Administrative Headquarters, 10 Peel Centre Drive.

The Committee Chair welcomed the two newly appointed non-elected Audit and Risk Committee members Mustafa Ali and Craig Emick.

2. DECLARATIONS OF CONFLICTS OF INTEREST

Nil.

3. APPROVAL OF AGENDA

RECOMMENDATION ARC-8-2023:

That the agenda for the April 20, 2023 Audit and Risk Committee meeting, be approved.

4. DELEGATIONS

Nil.

5. REPORTS

5.1 TransHelp Operations Audit

(For information)

Presentation by Mark Castro, Director, TransHelp and Anila Lalani, Manager, Internal Audit

Received

Mark Castro, Director, TransHelp and Anila Lalani, Manager, Internal Audit, presented the results of the TransHelp Operations Audit. The overview included: audit background; audit objectives; audit observations; and management action plans that are or will be implemented to address identified risks.

Members of the Committee discussed and raised questions regarding: customer perspectives on vendor non-compliance; the frequency of periodic inspections; training of vendors, drivers and their commitment; software systems used to support TransHelp; the delivery model of Caledon Community Services TransHelp; tracking and percentage of complaints received; driver and vendor retention; and, access to hospitals outside of the Peel jurisdiction.

5.2 Emergency Procurement Process Audit

(For information)

Presentation by Kristin Misurka, Acting Director, Procurement and Anila Lalani, Manager, Internal Audit

Received

Kristin Misurka, Acting Director, Procurement and Anila Lalani, Manager, Internal Audit, presented the results of the Emergency Procurement Process Audit. The overview included: audit background; audit objectives; audit observations; and, management action plans that are or will be implemented to address identified risks.

Janice Baker, Chief Administrative Officer, thanked staff for their due diligence during COVID-19 and acknowledged that the provincial government covered procurement expenditures related to the pandemic emergency.

Members of the Committee discussed and raised questions regarding: Information Technology related to procurement; costs associated with staff deployment; reporting of procurements to Regional Council; and the new definitions of emergency versus urgent in the proposed Procurement By-law to be presented to Regional Council in September, 2023.

5.3 2022 Fraud Information

(For information)

Received

6. COMMUNICATIONS

Nil.

7. OTHER BUSINESS

Nil.

8. CLOSED SESSION

Nil.

9. NEXT MEETING

Thursday May 18, 2023
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 Helena West, Committee Clerk, at helena.west@peelregion.ca

10. ADJOURNMENT

The meeting adjourned at 12:10 p.m.