



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

Members Present:	D. Damerla C. Emick J. Horneck	N. Iannicca A. Tedjo P. Vicente
Members Absent:	M. Ali C. Early	C. Fonseca
Staff Present:	G. Kent, Chief Administrative Officer D. Valeri, Chief Financial Officer and Commissioner of Corporate Services S. Jacques, Commissioner of Human Services N. Polsinelli, Commissioner of Health Services J. Zingaro, Senior Director, Legal Services and Deputy Regional Solicitor A. Adams, Regional Clerk D. Lundy, Deputy Clerk and Manager of Legislative Services	J. Weinman, Director, Internal Audit J. Farrugia, Committee Clerk S. Jurrius, Legislative Technical Advisor H. Lockyer, Legislative Specialist J. Coley, Legislative Technical Coordinator S. MacGregor, Legislative Technical Coordinator K. Cordick, Audio Visual Specialist

**1. CALL TO ORDER/ROLL CALL**

Councillor Horneck, Committee Chair, called the Audit and Risk Committee meeting to order on September 18, 2025 at 9:31 a.m., in the Council Chambers, Regional Administrative Headquarters, 10 Peel Centre Drive.

*Regional Chair Iannicca joined at 9:38 a.m.*

**2. DECLARATIONS OF CONFLICTS OF INTEREST**

Nil.

**3. APPROVAL OF AGENDA**

**RECOMMENDATION ARC-8-2025**

*That the agenda for the September 18, 2025 Audit and Risk Committee meeting, be approved.*

**4. DELEGATIONS**

Nil.

**5. REPORTS**

Jennifer Weinman, Director, Internal Audit, provided an update on audit reporting, including detailed audit observations and related management action plans.

### **5.1 Paramedic Services Audit**

(For information)

Presentation by Brian Gibson, Chief and Director, Paramedic Services and Anila Lalani, Manager, Internal Audit

**Received**

Brian Gibson, Chief and Director, Paramedic Services, and Anila Lalani, Manager, Internal Audit, provided an overview of the Paramedic Services Audit. They summarized existing internal controls; opportunities for enhancements in human resources information and vendor invoice payments, and the associated benefits, including strengthened protection of personal information and improved consistency in invoice processing.

### **5.2 Early Years and Child Care Services Audit**

(For information)

Presentation by Nakiema Palmer, Director, Early Years and Child Care Services, and Anila Lalani, Manager, Internal Audit

**Received**

Nakiema Palmer, Director, Early Years and Child Care Services, and Anila Lalani, Manager, Internal Audit, provided an overview of the Early Years and Child Care Services Audit, including background on services delivered; audit objectives; financial reviews including program funding reconciliations, compliance audits, and financial information review; updates on case management and user access administration; and internal controls to address associated risks.

Nakiema Palmer responded to questions regarding upcoming deadlines, process centralization for reconciliations, and the escalation process for timelines.

### **5.3 Peel Outreach Program Audit**

(For information)

Presentation by Aileen Baird, Director, Housing Services and Anila Lalani, Manager, Internal Audit

**Received**

Aileen Baird, Director, Housing Services, and Anila Lalani, Manager, Internal Audit, provided an overview of the Peel Outreach Program Audit. They outlined required controls to ensure service providers consistently deliver services in accordance with contract terms and conditions and accurately report on service delivery; updates needed to encampment contracts; audit objectives, program

contract alignment; program delivery review processes; program communications; the place-based outreach program; updates to current controls; and concluded with immediate plans to address identified risks.

Members of Committee discussed process controls utilizing new tools; details of changes to support faster outcomes; procurement of service providers; internal resources and upcoming audit deadlines; the term of the existing contract; and contract review processes.

Aileen Baird highlighted the redesign of the outreach program; the establishment of dedicated hotspots; and the coordinated and standardized encampment protocols between stakeholders.

Jennifer Weinman noted that the Internal Audit team will consult with staff and allow the program sufficient time to implement changes prior to a subsequent audit.

Members of Committee directed staff to organize an in-person meeting at Regional offices with the author of the correspondence requesting the audit. At the resident's discretion, additional residents from the area may be invited to participate, with an opportunity provided for questions.

Gary Kent, Chief Executive Officer, provided an overview of the procurement process for contract reviews.

**5.4 Driver Certification Program Audit**

(For information)

Received

**5.5 Status of the 2025 Internal Audit Risk Based Work Plan**

(For information)

Received

Jennifer Weinman, Director of Internal Audit, reviewed the current year workplan, including staffing changes, pending audits, and considerations for the 2026 workplan.

Members of Committee discussed ongoing and pending audits.

**5.6 New Global Internal Audit Standards**

(For information)

Received

**6. COMMUNICATIONS**

Nil.

**7. OTHER BUSINESS**

Members of Committee inquired about the role and management of the Auditor General.

Gary Kent, Chief Administrative Officer, outlined the Auditor General's authority, management, alignment of the workplan with the Internal Audit team, and the recruitment process and timelines.

Jennifer Weinman discussed the coordination with the Auditor General to ensure alignment and clarity of scope between the Auditor General's work and that of the Internal Audit team.

**8. CLOSED SESSION**

Nil.

**9. NEXT MEETING**

Thursday, October 16<sup>th</sup>, 2025  
1:30 p.m. – 3:30 p.m.  
Council Chamber, 5th Floor  
Regional Administrative Headquarters  
10 Peel Centre Drive, Suite A  
Brampton, Ontario

Please forward regrets to Julia Farrugia, Committee Clerk, at [julia.farrugia@peelregion.ca](mailto:julia.farrugia@peelregion.ca).

**10. ADJOURNMENT**

The meeting adjourned at 10:47 a.m.