



THE REGIONAL MUNICIPALITY OF PEEL

AUDIT COMMITTEE

MINUTES

AC-2010-3

The Audit Committee met on Thursday, May 27, 2010, at 8:35 a.m. in the Council Chamber, Regional Administrative Headquarters, 10 Peel Centre Drive, Brampton.

Members Present: E. Kolb\*, C. Corbasson, G. Miles\*, A. Thompson, R. Whitehead

Absent: Nil

Also Present: D. Szwarc, Chief Administrative Officer; N. Trim, Chief Financial Officer and Commissioner of Corporate Services; K. Gillespie, Commissioner, Employee and Business Services, P. O'Connor, Regional Solicitor and Director, Legal and Risk Management; P. Wallis, Director, Internal Audit; D. Albanese, Director, Transportation; C. Reid, Regional Clerk; H. West, Committee Clerk

*Chaired by Councillor Whitehead.*

1. **DECLARATIONS OF CONFLICTS OF INTEREST - Nil**

2. **APPROVAL OF AGENDA**

RECOMMENDATION AC-4-2010:

That the agenda for the May 27, 2010, Audit Committee meeting be approved.

3. **DELEGATIONS/PRESENTATIONS**

- a) **Paul Wallis, Director, Internal Audit**, Providing an Introduction to Enterprise Risk Management

Received

Paul Wallis, Director, Internal Audit provided an overview of Enterprise Risk Management. He stated that Internal Audit will determine if an Enterprise Risk Management framework is suitable for the Regional Municipality of Peel. A "gap analysis" report will be forthcoming to the July 8, 2010 Audit Committee meeting. The report will identify areas which require the most attention to make Enterprise Risk Management a success in the Regional Municipality of Peel. A copy of the power point presentation is available in the Office of the Regional Clerk.

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\* See text for arrivals

◆ See text for departures

Councillor Whitehead enquired how the risk management process will be prioritized and whether departments will be notified of the prioritization. Paul Wallis responded that an assessment will be undertaken to determine the priorities and that all departments will be notified to ensure there is support for the process.

Councillor Whitehead enquired when the process will commence. Paul Wallis responded that Internal Audit has developed a framework and that it will be introduced to the Executive Management Team for comment next month.

Councillor Miles arrived at 8:40 a.m.

#### 4. REPORTS

- a) **Transportation - Contract Management Audit**  
Presentation by Paul Wallis, Director, Internal Audit

Received

Paul Wallis, Director, Internal Audit provided a combined overview of the Transportation and Roads Maintenance Audit. The audits cover contract administration supporting traffic control signals and pavement markings, the accuracy and reliability of records and compliance with Provincial Road Maintenance Standards. Both audits concluded that existing controls are good and suggested improvements to further support increased efficiency. A copy of the power point presentation is available in the Office of the Regional Clerk.

Councillor Whitehead raised concern for traffic safety issues with contracts that are sub-delegated, noting that the sub-contractor does not always comply with regulations.

Damian Albanese, Director of Transportation responded that sub-contractors are required to follow the same legislation as the Regional Municipality of Peel and suggested that the education and monitoring process of sub-contractors may need to be reviewed.

See also Item 4 (b)

- b) **Roads Maintenance Audit**  
Presentation by Paul Wallis, Director, Internal Audit

Received

A copy of the power point presentation is available in the Office of the Regional Clerk.

See also Item 4 (a)

- c) **Status of Outstanding Audit Recommendations**

Received

Paul Wallis, Director, Internal Audit stated that the percentage of implemented recommendations and action plans has increased since October 13, 2009. Updates will be brought to the Audit Committee twice per year to track progress on the implementation of recommendations and action plans.

d) **Compensation Processing Audit**

Presentation by Paul Wallis, Director, Internal Audit

Received

Paul Wallis, Director, Internal Audit presented an overview of the Compensation Processing Audit. Recommendations to increase effectiveness, efficiency of controls and management action plans to support improvement, were presented. A copy of the power point presentation is available in the Office of the Regional Clerk.

Regional Chair Kolb arrived at 9:08 a.m.

5. **COMMUNICATIONS - Nil**

6. **IN CAMERA MATTERS - Nil**

7. **OTHER BUSINESS**

1. June 24, 2010 Audit Committee Meeting.

Paul Wallis, Director, Internal Audit indicated that there will be one report on the June 24, 2010 Audit Committee agenda to recommend appointment of External Auditors. The meeting will commence at 9:00 a.m.

8. **NEXT MEETING**

The next meeting date of the Audit Committee is scheduled for June 24, 2010 at 9:15 a.m., Regional Administrative Headquarters, Council Chamber, 5th floor, 10 Peel Centre Drive, Suite A, Brampton, ON.

Please forward regrets to Helena West, Committee Clerk, (905) 791-7800, extension 4697 or [helena.west@peelregion.ca](mailto:helena.west@peelregion.ca).

9. **ADJOURNMENT**

The meeting adjourned at 9:10 a.m.