

P O L I C Y



Department <b>Administration</b>	Policy No. <b>AD(4)</b>	Page <b>1 of 1</b>
Policy Title <b>INVESTMENTS</b>	Date: <b>October 13, 2011</b>	Resolution No. <b>C/627/11</b>

**Policy Statement:**

Lacombe County will invest public funds in a manner that will provide optimum investment returns with maximum security, while conforming to all provincial statutes and regulations governing the investment of municipal funds.

**Guidelines/Procedures:**

1. The County Commissioner is responsible for the control, management and administration of Lacombe County's investments in accordance with this policy.
2. Under the supervision of the Manager of Corporate Services, the Accountant is responsible for the following investment activities:
  - a) purchasing and selling investments;
  - b) custody and safekeeping of investments; and
  - c) accounting and reporting of investment activities.
3. The Accountant will provide an investment report to the County Commissioner and Manager of Corporate Services on a monthly basis containing the following investment information:
  - a) listing of assets within the investment portfolio;
  - b) place of issue, investment reference or type, amount, interest rate, investment date and maturity date, and;
  - c) interest accrued to the end of the period for each investment.
4. The County Commissioner or designate will provide an investment report to County Council on a quarterly basis with the following information:
  - a) listing of assets within the investment portfolio; and
  - b) place of issue, amount, interest rate, investment date, maturity date and the current bond rating of the specific holdings within the investment portfolio.
5. The Accountant will only invest in securities authorized by Section 250 of the Municipal Government Act.

Approved: October 12, 2001

Revised: April 12, 2007