



County of Lethbridge Policy Handbook

EFFECTIVE: April 19, 2001

SECTION: 100 NO. 137

APPROVED BY: County Council

SUBJECT: Investment Policy

REVISED DATE:

PURPOSE & INTENT

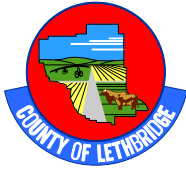
To establish guidelines for the County of Lethbridge for the secure management of the investment assets of the County.

POLICY

County of Lethbridge recognizes that an investment policy is needed which provides a framework for efficient and secure management of investment assets.

GUIDELINES & PROCEDURES

1. **Security of Investment Funds:** Investments of the County of Lethbridge shall be limited to those investments permitted by the Municipal Government Act of Alberta. Safety of capital is paramount. The investment portfolio must be managed so as not to expose it to undue risk of loss of impairment.
2. **Liquidity:** A primary objective is to ensure that current cash flow requirements are met. The investments will be primarily money market in nature with maturities of less than one year. (i.e. Government of Canada Treasury Bills, bankers, acceptances, term deposits, etc.)
3. **Income Generation:** The rate of return for the County of Lethbridge investment portfolio should be maximized within the constraints on these funds.
4. **Community Position:** Investments will not be knowingly made in companies which could damage the reputation of the County of Lethbridge or which could be construed to be in conflict with the objectives of the County of Lethbridge.
5. **Investment Committee:** The investment policy will be implemented and monitored by an Investment Committee that consists of the Comptroller, Director of Corporate Services and County Manager. The Investment Committee will implement, review and monitor these guidelines and procedures. The Investment Committee shall meet monthly to review all current investment holdings and all investment activity during the month including individual transactions and investment income received.



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6. Payment and Safekeeping: Securities purchased will be held in safekeeping by the dealer and/or financial institution(s) approved by the Investment Committee.

 7. Reporting: Periodic investment reports shall be prepared for and distributed to the members of the County of Lethbridge Council.

POLICY REVIEW

This policy shall be reviewed annually by the Investment Committee to ensure that it remains consistent with the overall objectives of the County of Lethbridge and prudent and conservative investment practices. The Investment Committee shall submit the investment policy statement to Council annually for their review.