


Function: Corporate Services - 03  
Department: Finance - 050  
**Policy No.: 015**



## Investments Policy

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Effective Date: May 28, 2020  
Review Date: May 28, 2025  
Cancel: Policy 236-6 - Investments  
Resolution: 315-2020

CAO Signature: 

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**Purpose:** To establish procedures and guidelines for County investments. Lac Ste. Anne County will invest public funds that will provide optimum investment returns with maximum security at low risk, while conforming to all provincial statutes and regulations governing the investment of municipal funds.

### Guidelines:

1. The County Manager, or designate, is responsible for the control, management and administration of Lac Ste. Anne County investments in accordance with this policy.
2. Under the direction of the County Manager, General Manager of Corporate Services or the Finance Manager is responsible for the following investment activities
  - a) Purchasing and selling investments
  - b) Custody and safekeeping investments
  - c) Accounting and reporting of investment activities
3. On an annual basis, an investment report will be prepared to County Council 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
  - c) Interest revenue and accrued interest to the end of the period for each investment.
4. The General Manager of Corporate Services or Finance Manager will only invest in securities authorized by Section 250 of the Municipal Government Act. Guaranteed Investment Certificates (GIC's) must be 100% guaranteed by the financial institution.
  5. The investments will be managed first and foremost, with preservation and safety of principle and in a way that to preserve liquidity by ensuring the investment duration meets cash requirements to pay operational or capital expenditures presently or in the future as required. The investment must have a minimum AAA bond rating.