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PO Box 1749 Halifax, Nova Scotia B3J 3A5, Canada

> Item No. 3 Halifax Regional Council December 8, 2009

то:	Mayor Kelly and Members of Halifax Regional Council
SUBMITTED BY:	Councillor TimOuthit, Co-Chair, Investment Policy Advisory Committee
DATE:	November 27, 2009
SUBJECT:	Investment Policy Advisory Committee Report - Quarter Ending September 30, 2009

# **INFORMATION REPORT**

# <u>ORIGIN</u>

The Halifax Regional Municipality Investment Policy requires that the Investment Policy Advisory Committee report to Council on compliance by staff with the Investment Objectives of the Investment Policy not less frequently than quarterly.

# BACKGROUND

The Halifax Regional Municipality Investment Policy (the Policy) was adopted by Council April 23, 2002 and was approved by the Minister of Service Nova Scotia and Municipal Relations (the Minister) on May 14, 2002. Amendments to the Policy, as recommended by the Investment Policy Advisory Committee (the Committee), were approved by Council and the Minister in 2005, 2007 and 2008. Policy approvals are in accordance with Section 121 of the Halifax Regional Municipality Charter.

The mandate of the Committee is to recommend an investment policy to Council as well as provide ongoing monitoring of investment activities. Following adoption and approval of the Policy, the activities of the Committee have shifted to the monitoring role as well as annual reviews of the Policy. A review of the Policy is currently being conducted by the Committee and staff.

# **DISCUSSION**

The Investment Policy Advisory Committee is pleased to provide this report to Council under the provisions of the Policy. The primary focus of this report will be to report on compliance with the objectives of the Policy.

The six objectives of the Policy, stated in order of priority of importance, are as follows:

- -1. Adherence to Legal Requirements
- 2. Preservation of Capital
- 3. Liquidity
- 4. Diversification of Investment Portfolio
- 5. Competitive Return on Investments
- 6. Regular Review of Performance

Copies of the Sector Weight schedules recommended under the Policy are attached.

The Committee has reviewed the information provided by staff in the Treasurer's report to the Committee for the Quarter ending September 30, 2009 and accepts the report and the findings contained in the report that the investment activities reported for that Quarter are in compliance with the Policy with the exception noted below.

The Royal Bank Sector Weight was exceeded for one business day due to the level of cash received on the September 30 Property Tax due date. Investments were made on October 1 to return the Sector Weight back into full compliance with the Investment Policy. As indicated in previous reports, the Committee recognizes that from time to time there may be short term variances from the Sector Weights as set out in the Policy. Management discretion is recognized in dealing with varying market conditions and cash flows. The Committee believes that staff acted appropriately.

# **BUDGET IMPLICATIONS**

N/A

# FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

The Committee has been advised by staff that this report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

# **ALTERNATIVES**

N/A

# **ATTACHMENTS**

Sector Weight Schedules @ September 30, 2009 (Schedules A, B, C, D & E)

Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Approved by:	Councillor Tim Outhit, Co-Chair, Investment Policy Advisory Committee
	Derek Tynski, Co-Chair, Investment Policy Advisory Committee
Report Prepared by:	Derek Tynski, Co-Chair, Investment Policy Advisory Committee

### Total Investments Sector Weights @ September 30, 2009

	Catagory Status	Cumulative Amount Invested @ Book Value	%	Guideline Limit	%	Limit Available	%
CASH & EQUIVALENTS							
Federal Government & its Guarantees	Open	82,607,560	23%	355,197,977	100%	272,590,417	77%
Federal Government	Open	82,607,560	23%				
Business Development Bank	Open	0	0%				
Canada Mortgage & Housing Corp.	Open	0	0%				
Canadian Wheat Board	Open	0	0%				
Export Development Canada	Open	0	0%				
Farm Credit Corp	Open	0	076				
Provincial Governments & their Guarantees	R-1 Mid or Greater	153,365,446	43%	355,197,977	100%	201,832,531	57%
	Open	29,415,431	8%	88,799,494	25%	59,384,063	17%
Total Alberta (R-1 High) Alberta (R-1 High)	Open	0					
Alberta Capital Finance Authority (R-1 High)	Open	29,415,431					
Alberta Treasury Branches (R-1 High)	Open	0			050/	50 500 000	4 40/
British Columbia (R-1 High)	Open	38,219,406	11%	88,799,494	25%	50,580,088 88,799,494	14% 25%
Manitoba (R-1 Mid)	Open	0	0%	88,799,494 88,799,494	25% 25%	73,841,094	21%
New Brunswick (R-1 Mid)	Open	14,958,400	4%	88,799,494	25%	88,799,494	25%
New Brunswick Municipal Finance Corp (R-1 Mid)	Open	49,630,133	14%	88,799,494	25%	39,169,361	11%
Ontario (R-1 High)	Open Open	14,584,412	4%	88,799,494	25%	74,215,082	21%
Quebec (R-1 Mid)	Open	6,557,664	2%	88,799,494	25%	82,241,830	23%
Saskatchewan (R-1 Mid)							
Municipal Governments & their Guarantees*	R-1 Mid or Greater	0		88,799,494	25%	88,799,494	25%
Calgary (R-1 High)	Open			35,519,798	10%	35,519,798	10%
Edmonton (R-1 High)	Open			35,519,798	10%	35,519,798	10%
Corporation (Corporation	tions	119,224,971	34%	177,598,989	50%	58,374,018	16%
Financial Institutions & their Guarantees /Corporat	BA's Schedule A Canadian Banks R-1						
Tier 1 - Financial Institutions & their Guarantees	Mid	114,227,121	32%	177,598,989	50%	63,371,868	18%
Bank of Montreal (R-1 High)	Open	9,998,850	3%	35,519,798	10%	25,520,948	7%
Bank of Nova Scotia (R-1 High)	Open	24,992,900	7%	35,519,798	10%	10,526,898 25,524,298	3% 7%
Canadian Imperial Bank of Commerce (R-1 High)	Open	9,995,500	3% } 18%	35,519,798 35,519,798	10% 10%	-28,720,523	-8%
Royal Bank (R-1 High)	Open	0 ) 64,240,321 ]		33,313,730	1070	20,120,020	0.0
Royal Bank - Effective Cash	Open	4,999,550	1%	35,519,798	10%	30,520,248	9%
Toronto Dominion (R-1 High)	open	,,,					
Tier 2 - Financial Institutions & Corporations	R-1 Mid/High***	4,997,850	1%	88,799,494		83,801,644	24%
National Bank of Canada (R-1 Mid)	Open	4,997,850	1%	17,759,899	5%	12,762,049	4%
OMERS Realty Corporation (R-1 High)	Open	0	0%	17,759,899	5%	17,759,899 17,759,899	5% 5%
CDP Financial Inc (R-1 High)	Open	0	0% 0%	17,759,899 17,759,899	5% 5%		5%
Ontario Infrastructure Projects Corporation (R-1 High)	Open	0	0%	17,759,899			5%
Desjardins Total	Open	0	0.0				
Desjardins Group (R-1 High) Caisse Centale Desjardins (R-1 High)	Open	0					
Total Cash and Equivalents		355,197,977	100%				
FIXED (Bonds, etc. over one year)		2 000 747	1%				
Federal Government Total Fixed		<u>3,983,717</u> <b>3,983,717</b>	170				
Equities							
Bank of Montreal		6,410					
Total Equities		6,410					
		359,188,104					
Total Investments		26,504,514	*				
Interest Bearing Bank Accounts - O/S Cheque Covera	ye						
Total Investments and O/S Cheques Coverage		385,692,618					

### Operating Funds Sector Weights @ September 30, 2009

		Cumulative					
		Amount Invested					
	Catagory Status	@ Book Value	%	Guideline Limit	%	Limit Available	%
		-					
CASH & EQUIVALENTS							
The second site Cuprantees	Open	46,090,746	23%	198,182,101	100%	152,091,355	77%
Federal Government & its Guarantees	Open	46,090,746	23%				
Federal Government	Open	0	0%				
Business Development Bank Canada Mortgage & Housing Corp	Open	0	0%				
Canada Mongage & Housing Corp	Open	0	0%				
Canadian Wheat Board	Open						
Export Development Canada	Open	0	0%				
Farm Credit Corp							
Provincial Governments & their Guarantees	R-1 Mid or Greater	85,569,987	43%	198,182,101		112,612,114	57%
	Open	16,412,289	8%	49,545,525	25%	33,133,236	17%
Total Alberta (R-1 High)	Open	0					
Alberta (R-1 High) Alberta Capital Finance Authority (R-1 High)	Open	16,412,289					
Alberta Treasury Branches (R-1 High)	Open	0					
Alberta Treasury Blanches (K. 1. High)	Орел	21,324,452	11%	49,545,525	25%	28,221,073	14%
British Columbia (R-1 High)	Open	0	0%	49,545,525	25%	49,545,525	25%
Manitoba (R-1 Mid)	Open	8,346,014	4%	49,545,525	25%	41,199,512	21%
New Brunswick (R-1 Mid) New Brunswick Municipal Finance Corp (R-1 Mid)	Open			49,545,525	25%	49,545,525	25%
	Open	27,691,047	14%	49,545,525	25%	21,854,478	11%
Ontario (R-1 High)	Open	8,137,348	4%	49,545,525	25%	41,408,178	21%
Quebec (R-1 Mid)	Open	3,658,837	2%	49,545,525	25%	45,886,688	23%
Saskatchewan (R-1 Mid)	0 F 111	•					
Municipal Governments & their Guarantees*	R-1 Mid or Greater	0		49,545,525	25%	49,545,525	25%
	Open			19,818,210	10%	19,818,210	10%
Calgary (R-1 High)	Open			19,818,210	10%	19,818,210	10%
Edmonton (R-1 High)							
			D #0/	00 004 050	50%	32,569,683	16%
Financial Institutions & their Guarantees /Corpora	tions	66,521,368	34%	99,091,050	50 %	52,503,005	10 /8
	DA S Schedule A						
	Canadian Banks R-1		0.00/	00 004 050	50%	35,358,225	18%
Tier 1 - Financial Institutions & their Guarantees	Mid	63,732,826	32%	99,091,050			7%
Bank of Montreal (R-1 High)	Open	5,578,841	3%	19,818,210	10%		3%
Bank of Nova Scotia (R-1 High)	Open	13,944,746	7%	19,818,210	10%		3% 7%
Canadian Imperial Bank of Commerce (R-1 High)	Open	5,576,972	3%	19,818,210	10%		-8%
Royal Bank (R-1 High)	Open	0 }		19,818,210	10%	-16.024,567	-0 70
Royal Bank - Effective Cash		35,842,777 }		40 040 040	400/	17 009 700	9%
Toronto Dominion (R-1 High)	Open	2,789,490	1%	19.818,210	10%	17,028,720	9%
			40/	49,545,525	25%	46,756,983	24%
Tier 2 - Financial Institutions & Corporations	R-1 Mid/High***	2,788,542	1%				4%
National Bank of Canada (R-1 Mid)	Open	2,788,542	1%	9,909,105			4 % 5%
OMERS Realty Corporation (R-1 High)	Open	0	0%	9,909,105			5%
CDR Einancial Inc (R-1 High)	Open	0	0%	9,909,105			5% 5%
Ontario Infrastructure Projects Corporation (R-1 High)	Open	0	0%	9,909,105			5%
Desiardins Total		0	0%	9,909,105	5%	9,909,105	J 70
Desiarding Group (R-1 High)	Open	0					
Caisse Centale Desjardins (R-1 High)	Open	0					
		198,182,101	100%				
Total Investments		190,102,101	10070				
OIE Changes Causer	200	26,504,514	*				
Interest Bearing Bank Accounts - O/S Cheque Covera	190	20,004,014					

Total Investments and O/S Cheques Coverage

224,686,615

### Captial Funds Sector Weights @ September 30, 2009

	Catagory Status	Cumulative Amount Invested @ Book Value	%	Guideline Limit	%	Limit Available	%	ō
CASH & EQUIVALENTS								
Federal Government & its Guarantees	Open	0	0%	0	100%	0	0	)%
	Open	0	0%					
Federal Government Business Development Bank	Open	0	0%					
Canada Mortgage & Housing Corp.	Open	0	0%					
Canadian Wheat Board	Open	0	0%					
Export Development Canada	Open							
Farm Credit Corp	Open	0	0%					
Provincial Governments & their Guarantees	R-1 Mid or Greater	0	0%	0	100%	0		)%
Total Alberta (R-1 High)	Open	0	0%	0	25%	0	0	)%
Alberta (R-1 High)	Open	0						
Alberta Capital Finance Authority (R-1 High)	Open	0						
Alberta Treasury Branches (R-1 High)	Open	0	- • ·		0.504			
British Columbia (R-1 High)	Open	0	0%	0	25%	0		)%
Manitoba (R-1 Mid)	Open	0	0%	0	25% 25%	0		)% )%
New Brunswick (R-1 Mid)	Open	· 0	0%	0	25% 25%	0		)%
New Brunswick Municipal Finance Corp (R-1 Mid)	Open	0	0%	0	25%	0		)%
Ontario (R-1 High)	Open	0	0%	0	25%	0		)%
Quebec (R-1 Mid)	Open	U	0%	0	25%	0		)%
Saskatchewan (R-1 Mid)	Open		070	0	20,0			.,.
Municipal Governments & their Guarantees*	R-1 Mid or Greater	0		0	25%	0		)%
Calgary (R-1 High)	Open			0	10%	0		0%
Edmonton (R-1 High)	Open			0	10%	0	U	0%
Financial Institutions & their Guarantees /Corporat	ions	0	0%	0	50%	0	0	0%
	BA's Schedule A							
Tier 1 - Financial Institutions & their Guarantees	Canadian Banks R-1 Mid	0	0%	0	50%	0		0%
Bank of Montreal (R-1 High)	Open	0	0%	0	10%	0		0%
Bank of Nova Scotia (R-1 High)	Open	- 0	0%	0	10%	0		0%
Canadian Imperial Bank of Commerce (R-1 High)	Open	0	0%	0	10%	0		0%
Royal Bank (R-1 High)	Open	0 }	0%	0	10%	0	C	0%
Royal Bank - Effective Cash		0 }		-				
Toronto Dominion (R-1 High)	Open	0	0%	0	10%	0	C	0%
Tier 2 - Financial Institutions & Corporations	R-1 Mid/High***	0	0%	0	25%	0		0%
National Bank of Canada (R-1 Mid)	Open	0	0%	0	5%	0		0%
OMERS Realty Corporation (R-1 High)	Open	0	0%	0	5%	0		0%
CDP Financial Inc (R-1 High)	Open	0	0%	0		0		0%
Ontario Infrastructure Projects Corporation (R-1 High)	Open	0	0%	0		0		0%
Desjardins Total		0	0%	0	5%	0	C	0%
Desjardins Group (R-1 High)	Open	0						
Caisse Centale Desjardins (R-1 High)	Open	0						

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**Total Cash and Equivalents** 

0 0%

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### Reserve Funds Sector Weights @ September 30, 2009

	-						
		Cumulative					
		Amount Invested					
	Catagory Status	@ Book Value	%	Guideline Limit	%	Limit Available	%
CASH & EQUIVALENTS							
Federal Government & its Guarantees	Open	35,742,080	23%	153,684,657	100%	117,942,577	77%
Federal Government	Open	35,742,080 0	23% 0%				
Business Development Bank	Open	0	0%				
Canada Mortgage & Housing Corp	Open	0	0%				
Canadian Wheat Board	Open	Ŭ	070				
Export Development Canada	Open Open	0	0%				
Farm Credit Corp	Open						
Provincial Governments & their Guarantees	R-1 Mid or Greater	66,357,123	43%	153,684,657	100%	87,327,533	57%
Provincial Governments & their Courtenance	Open	12,727,270	8%	38,421,164	25%	25,693,895	17%
Total Alberta (R-1 High) Alberta (R-1 High)	Open	0					
Alberta Capital Finance Authority (R-1 High)	Open	12,727,270					
Alberta Treasury Branches (R-1 High)	Open	0					
British Columbia (R-1 High)	Open	16,536,514	11%	38,421,164	25%	21,884,650	14%
Manitoba (R-1 Mid)	Open	0	0%	38,421,164	25%	38,421,164	25%
Now Brunswick (R-1 Mid)	Open	6,472,099	4%	38,421,164	25%	31,949,065	21% 25%
New Brunswick Municipal Finance Corp (R-1 Mid)	Open	A 470 000	4 40/	38,421,164	25% 25%	38,421,164 16,947,534	25% 11%
Ontario (R-1 High)	Open	21,473,630	14% 4%	38,421,164 38,421,164	25%	32,110,879	21%
Quebec (R-1 Mid)	Open	6,310,285	4% 2%	38,421,164	25%	35,583,838	23%
Saskatchewan (R-1 Mid)	Open	2,837,326	270	30,421,104	2070	00,000,000	2070
Municipal Governments & their Guarantees*	R-1 Mid or Greater	0		38,421,164	25%	38,421,164	25%
	Open			15,368,466	10%	15,368,466	10%
Calgary (R-1 High) Edmonton (R-1 High)	Open			15,368,466	10%	15,368,466	10%
Financial Institutions & their Guarantees /Corpora	ations	51,585,454	34%	76,842,328	50%	25,256,875	16%
Financial Institutions & their Guarantees reorport	BA's Schedule A	, ,					
	Canadian Banks R-1						
Tier 1 - Financial Institutions & their Guarantees	Mid	49,423,018	32%	76,842,328	50%		18%
Bank of Montreal (R-1 High)	Open	4,326,235	3%	15,368,466	10%		7%
Bank of Nova Scotia (R-1 High)	Open	10,813,759	7%	15,368,466	10%		3%
Canadian Imperial Bank of Commerce (R-1 High)	Open	4,324,785	3%	15,368,466	10%	•	7%
Royal Bank (R-1 High)	Open	0 }	18%	15,368,466	10%	-12,426,602	-8%
Royal Bank - Effective Cash		27,795,067 }		45 000 400	100/	12 205 204	09/
Toronto Dominion (R-1 High)	Open	2,163,171	1%	15,368,466	10%	13,205,294	9%
	P. 4. 881-1011-1-1-1-1-1-1	2,162,436	1%	38,421,164	25%	36,258,728	24%
Tier 2 - Financial Institutions & Corporations	R-1 Mid/High***	2,162,436	1%	7,684,233			4%
National Bank of Canada (R-1 Mid)	Open Open	2,102,400	0%	7,684,233			5%
OMERS Realty Corporation (R-1 High)	Open	0	0%	7,684,233			5%
CDP Financial Inc (R-1 High) Ontario Infrastructure Projects Corporation (R-1 High		0	0%	7,684,233	5%	7,684,233	5%
	,	0	0%	7,684,233	5%	7,684,233	5%
Desjardins Total Desjardins Group (R-1 High)	Open	0					
Caisse Centale Desjardins (R-1 High)	Open	0					
			4000/				
Total Cash and Equivalents		153,684,657	100%				
FIXED (Bonds, etc. over one year)							
Federal Government		3,983,717	3%				
Total Fixed		3,983,717					

157,668,374

Total Investments

### Trust Funds Sector Weights @ September 30, 2009

	Catagory Status	Cumulative Amount Invested @ Book Value	%	Guideline Limit	%	Limit Available	%
CASH & EQUIVALENTS							
Federal Government & its Guarantees	Open	774,734	23%	3,331,220	100%	2,556,486	77%
Federal Government	Open	774,734	23%				
Business Development Bank	Open	0	0% 0%				
Canada Mortgage & Housing Corp	Open	0	0%				
Canadian Wheat Board	Open Open	Ŭ	070				
Export Development Canada	Open	0	0%				
Farm Credit Corp	open						
Provincial Governments & their Guarantees	R-1 Mid or Greater	1,438,336	43%	3,331,220		1,892,884	57%
Total Alberta (R-1 High)	Open	275,872	8%	832,805	25%	556,933	17%
Alberta (R-1 High)	Open	0					
Alberta Capital Finance Authority (R-1 High)	Open	275,872 0					
Alberta Treasury Branches (R-1 High)	Open	358,440	11%	832,805	25%	474,365	14%
British Columbia (R-1 High)	Open	556,440 0	0%	832,805	25%	832,805	25%
Manitoba (R-1 Mid)	Open	140,287	4%	832,805	25%	692,518	21%
New Brunswick (R-1 Mid)	Open Open	110,201		832,805	25%	832,805	25%
New Brunswick Municipal Finance Corp (R-1 Mid)	Open	465,456	14%	832,805	25%	367,349	11%
Ontario (R-1 High)	Open	136,780	4%	832,805	25%	696,025	21%
Quebec (R-1 Mid)	Open	61,501	2%	832,805	25%	771,304	23%
Saskatchewan (R-1 Mid)	-						
Municipal Governments & their Guarantees*	R-1 Mid or Greater	0		832,805	25%	832,805	25%
Calgary (R-1 High)	Open			333,122	10%	333,122 333,122	10% 10%
Edmonton (R-1 High)	Open			333,122	10%	333,122	10%
Financial Institutions & their Guarantees /Corporat	tions	1,118,150	34%	1,665,610	50%	547,460	16%
Fillancial Institutione & liter	DA S Ocheudie A						
	Canadian Banks R-1		200/	1,665,610	50%	594,332	18%
Tier 1 - Financial Institutions & their Guarantees	Mid	1,071,278	32% 3%	333,122			7%
Bank of Montreal (R-1 High)	Open	93,774 234,396	3% 7%	333,122			3%
Bank of Nova Scotia (R-1 High)	Open	234,398	3%	333,122			7%
Canadian Imperial Bank of Commerce (R-1 Hign)	Open	0 }	18%	333,122			-8%
Royal Bank (R-1 High)	Open	602,477 }					
Royal Bank - Effective Cash Toronto Dominion (R-1 High)	Open	46,888	1%	333,122	10%	286,234	9%
		40.070	40/	832,805	25%	785,933	24%
Tier 2 - Financial Institutions & Corporations	R-1 Mid/High***	<b>46,872</b> 46,872	<b>1%</b> 1%	166,561			4%
National Bank of Canada (R-1 Mid)	Open	40,072	0%	166,561			5%
OMERS Realty Corporation (R-1 High)	Open	0	0%	166,561			5%
CDP Financial Inc (R-1 High)	Open	0	0%	166,561		166,561	5%
Ontario Infrastructure Projects Corporation (R-1 High)	Open	0	0%	166,561	5%	166,561	5%
Desjardins Total	Open	0					
Desjardins Group (R-1 High) Caisse Centale Desjardins (R-1 High)	Open	0					
		3,331,220	100%				
Total Cash and Equivalents			,0070				
Faulties							
Equities Bank of Montreal		6,410					
Total Equities		6,410					
Total Investments		3,337,630					