

PO Box 1749 Halifax, Nova Scotia B3J 3A5 Canada

> Halifax Regional Council September 27, 2005

TO:	Mayor Kelly and Members of Halifax Regional Council
SUBMITTED BY:	Dale MacLennan, Director of Financial Services
	Derek Tynski, Acting Manager Strategic Capital Projects
DATE:	September 12, 2005
SUBJECT:	Investment Activities - Quarter Ending December 31, 2004

INFORMATION REPORT

ORIGIN

Quarterly report of investment performance and adherence to approved Investment Policy.

BACKGROUND

The Investment Policy calls for quarterly reporting by the Treasurer to Council and the Investment Policy Advisory Committee (the Committee). The report for the Quarter ending December 31, 2004 has been reviewed by the Committee.

DISCUSSION

HRM Investment Performance & Activities

HRM Short Term investment performance is summarized below in comparison with the Mercer Investment Consulting Survey of Canadian Institutional Pooled Funds for periods ending December 31, 2004:

Money Market Funds	3 Months (to Dec. 31, 2004)	1 Year (to Dec. 31, 2004)
5 th Percentile	0.7%	2.5%
1 st Quartile	0.6%	2.4%
Mercer Median	0.6%	2.3%
3 rd Quartile	0.6%	2.3%
95 th Percentile	0.5%	1.9%
SC 91 Day T-Bills	0.7%	2.3%
HRM	0.62%	2.47%

The HRM Short Term Portfolio continues to have respectable relative performance compared to the Mercer Survey. The Mercer Survey results do not include external investment management fees. At assumed fees of 10 to 25 bps, this would result in management fee payments of between \$220,000 and \$550,000 respectively over this one year period. These returns exclude the Province of Nova Scotia Promissory Notes.

By maintaining an in-house investment program Custodian costs and certain bank charges are incurred. Staff estimate these totaled approximately \$26,000 for the year ending December 31, 2004 or 1.2 bps. The Custodian has a critical role in the investment process by acting as intermediary between HRM and the Brokers to settle investment trades.

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When staff book an investment with a Broker the Custodian is advised and funds required to settle the trade are transferred to the Custodian on the date of settlement. The Custodian compares and verifies the details of the trade provided by the Broker with the instructions provided by HRM prior to making payment to the Broker. In addition the Custodian holds all the investments in Trust for HRM and collects all interest payments and maturities. The Custodian provides monthly reporting on transactions and investments held. Staff make these reports available to the HRM External Auditors so that they may ensure that the Custodian's records agree to the records of HRM.

During the Quarter staff made 26 investments totaling \$83,000,000. The average term to maturity for these investments was 131 days.

Investment maturities on December 31st resulted in the Royal Bank Sector Weight being exceeded by \$556,349. Due to staffing levels over the holiday period these funds were not immediately reinvested. Cheques issued on January 4 totaling in excess of \$2.1 million more than offset this amount limiting the excess exposure to one business day. This variance has been discussed with the Committee and was not considered a source of concern.

Economic Statistics and Central Bank Activities for the reporting Quarter are summarized in Appendix A attached.

Subsequent to the end of the Quarter staff made a number of purchases for the Short Term Bond Pool as well as executed a number of trades to gain some immediate incremental income and better position funds. These activities will be discussed in more detail in the report to Council covering the Quarter ending March 31, 2005.

Policy Compliance

<u>Adherence to Legal Requirements</u> - There were no legal issues identified during the Quarter with respect to investments.

<u>Preservation of Capital</u> - All investments were held to maturity and there was no loss of capital during the Quarter.

<u>Liquidity</u> - No overdraft charges were incurred and sufficient cash was available to meet all requirements. The funded ratio of the Reserves has been maintained at 100% during the Quarter.

<u>Diversification of Investment Portfolio</u> - Staff believe that the Diversification Objective of managing risk and return has been achieved. As discussed above the Sector Weight for the Royal Bank account was exceeded by \$556,349 for one business day.

<u>Competitive Return on Investment</u> - In light of the investment performance reported above, staff maintain that this objective is being met.

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<u>Regular Review of Performance</u> - Performance data continues to be reported to the Investment Policy Advisory Committee.

BUDGET IMPLICATIONS

N/A

FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

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

Appendix A - Economic Statistics and Central Bank Actions Sector Weight Schedules @ December 31, 2004 (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 Prepared by: Derek Tynski, BA, CMA, Acting Manager Strategic Capital Projects ${\cal N}$

Approved by: Derek Tynski, BA, CMA, Acting Manager Strategic Capital Projects

Economic Statistics

	Canada	US
Unemployment Rate	Oct. 7.1%, Nov. 7.2%, Dec. 7.0%	Oct. 5.5%, Nov. 5.4%, Dec. 5.4%
Jobs Created / (Lost) ('000's)	Oct. 43.4, Nov. 1.2, Dec. 15.1	Oct. 312, Nov. 137, Dec. 155
CPI (year over year)	Oct. 2.3%, Nov.2.4%, Dec. 2.1%	Oct. 3.2%, Nov. 3.5%, Dec. 3.3%
CPI-X (Core) (year over year)	Oct.1.4%, Nov. 1.6%, Dec.1.7%	Oct. 2.0%, Nov. 2.2%, Dec. 2.2%
GDP Q4	1.7%	3.8%

Central bank Activities October 1 to December 31, 2004

- October 19 Bank of Canada Increases Rate 25 bps to 2.25%, Bias Tighten
- November 10 US Federal Open Market Committee Increases Rate 25 bps to 2.0%, Bias Tighten
- December 7 Bank of Canada Maintain Rate @ 2.50%, Bias Neutral
- December 14 US Federal Open Market Committee Increases Rate 25 bps to 2.25%, Bias Tighten

Total Investments
Sector Weights
@ December 31, 2004

	Catagory Status	Cumulative Amount Invested @ Book Value	<u>%</u>	Guideline Limit	%	Limit Available	%
CASH & EQUIVALENTS							
Federal Government & its Guarantees Federal Government Business Development Bank Canada Mortgage & Housing Corp. Canadian Wheat Board Export Development Canada	Open Open Open Open Open Open	\$199,331,645 \$180,229,799 \$7,325,593 \$2,478,875 \$4,363,328	79% 72% 3% 1% 2%	\$251,322,971	100%	\$51,991,326	21%
Farm Credit Corp	Open	\$4,934,050	2%				
Provincial Governments & their Guarantees Total Alberta (R-1 High) Alberta (R-1 High) Alberta Municipal Finance Corp (R-1 High)	R-1 Mid or Greater Open Open Open Open	\$12,371,450 \$1,990,400 \$1,990,400	5% 1%	\$251,322,971 \$62,830,743	100% 25%	\$238,951,521 \$60,840,343	95% 24%
Alberta Treasury Branches (R-1 High) British Columbia (R-1 Mid) Manitoba (R-1 Low) New Brunswick (R-1 Low) New Brunswick Municipal Finance Corp (R-1 Low) Nova Scotia (R-1 Low) Nova Scotia Municipal Finance Corp (R-1 Low)	Open Closed Closed	\$1,330,400		\$62,830,743 \$62,830,743 \$62,830,743 \$62,830,743 \$62,830,743 \$62,830,743	25% 25% 25% 25% 25% 25%	\$62,830,743 \$62,830,743 \$62,830,743 \$62,830,743 \$62,830,743	25%
Ontario (R-1 Mid) Prince Edward Island (R-1 Low) Quebec (R-1 Low) Saskatchewan (R-1 Low)	Open Closed Closed Closed	\$10,381,050	4%	\$62,830,743 \$62,830,743 \$62,830,743 \$62,830,743	25% 25% 25% 25%	\$52,449,693 \$62,830,743 \$62,830,743 \$62,830,743	21%
Municipal Governments & their Guarantees* Calgary (R-1 Mid) Edmonton (R-1 High) Winnipeg (R-1 Mid)	R-1 Mid or Greater Open Open Open	\$0		\$62,830,743 \$25,132,297 \$25,132,297 \$25,132,297	25% 10% 10% 10%	\$62,830,743 \$25,132,297 \$25,132,297 \$25,132,297	25% 10% 10% 10%
Financial Institutions & their Guarantees Bank of Montreal (R-1 Mid) Bank of Nova Scotia (R-1 Mid) Canadian Imperial Bank of Commerce (R-1 Mid) Laurentian Bank (R-1 Low) National Bank of Canada (R-1 Low)	BA's Schedule A Canadain Banks R-1 Mid Open Open Open Closed Closed	\$39,619,876 \$1,986,780 \$5,969,250 \$1,986,520	16% 1% 2% 1%	\$62,830,743 \$25,132,297 \$25,132,297 \$25,132,297 \$25,132,297 \$25,132,297	25% 10% 10% 10% 10%	\$23,210,867 \$23,145,517 \$19,163,047 \$23,145,777 \$25,132,297 \$25,132,297	9% 9% 8% 9%
Royal Bank (R-1 Mid) Royal Bank 1 Day BA	Open	\$0 } \$25,688,646 }	10%	\$25,132,297	10%	(\$556,349)	-0%
Toronto Dominion (R-1 Mid) Corporations & their Guarantees	Open	\$3,988,680	2%	\$25,132,297	10%	\$21,143,617	8%
	Closed	\$251,322,971	100%	:			
TOTAL CASH & EQUIVALENTS		Ψ201,322,371	10070				
FIXED (Bonds, etc. over one year) Federal Government & its Guarantees Federal Government (AAA) Province of Nova Scotia (A-Low)		\$54,175 \$110,000,000					
TOTAL FIXED		\$110,054,175					
EQUITIES							
Bank of Montreal		\$6,410					
TOTAL EQUITIES		\$6,410					
TOTAL INVESTMENTS		\$361,383,556					
Interest Bearing Bank Accounts - O/S Cheque	Coverage	\$12,308,395					
TOTAL INVESTMENTS & O/S Cheques Coverage	ge	\$373,691,951					

Operating Fund Sector Weights @ December 31, 2004

	Catagory Status	Cumulative Amount Invested @ Book Value	<u>%</u>	Guideline Limit	%	Limit Available	<u>%</u>
CASH & EQUIVALENTS							
Federal Government & its Guarantees Federal Government Business Development Bank Canada Mortgage & Housing Corp. Canadian Wheat Board Export Development Canada Farm Credit Corp	Open Open Open Open Open Open Open	\$71,861,061 \$64,974,653 \$2,640,950 \$893,659 \$1,573,024 \$1,778,775	79% 72% 3% 1% 2%	\$90,604,456	100%	\$18,743,395	21%
Provincial Governments & their Guarantees Total Alberta (R-1 High) Alberta (R-1 High) Alberta Municipal Finance Corp (R-1 High)	R-1 Mid or Greater Open Open Open	\$4,460,032 \$717,559	5% 1%	\$90,604,456 \$22,651,114	100% 25%	\$86,144,424 \$21,933,555	95% 24%
Alberta Treasury Branches (R-1 High) British Columbia (R-1 Mid) Manitoba (R-1 Low) New Brunswick (R-1 Low) New Brunswick Municipal Finance Corp (R-1 Low) Nova Scotia (R-1 Low) Nova Scotia Municipal Finance Corp (R-1 Low)	Open Open Closed Closed Closed Closed Closed Closed	\$717,559		\$22,651,114 \$22,651,114 \$22,651,114 \$22,651,114 \$22,651,114 \$22,651,114	25% 25% 25% 25% 25% 25%	\$22,651,114 \$22,651,114 \$22,651,114 \$22,651,114 \$22,651,114 \$22,651,114	25%
Ontario (R-1 Mid) Prince Edward Island (R-1 Low) Quebec (R-1 Low) Saskatchewan (R-1 Low)	Open Closed Closed Closed	\$3,742,473	4%	\$22,651,114 \$22,651,114 \$22,651,114 \$22,651,114	25% 25% 25% 25%	\$18,908,641 \$22,651,114 \$22,651,114 \$22,651,114	21%
Municipal Governments & their Guarantees* Calgary (R-1 Mid) Edmonton (R-1 High) Winnipeg (R-1 Mid)	R-1 Mid or Greater Open Open Open	\$0		\$22,651,114 \$9,060,446 \$9,060,446 \$9,060,446	25% 10% 10% 10%	\$22,651,114 \$9,060,446 \$9,060,446 \$9,060,446	25% 10% 10% 10%
	BA's Schedule A Canadain Banks R-1						
Financial Institutions & their Guarantees Bank of Montreal (R-1 Mid) Bank of Nova Scotia (R-1 Mid) Canadian Imperial Bank of Commerce (R-1 Mid) Laurentian Bank (R-1 Low) National Bank of Canada (R-1 Low) Royal Bank (R-1 Mid) Royal Bank 1 Day BA Toronto Dominion (R-1 Mid)	Mid Open Open Open Closed Closed Open Open	\$14,283,363 \$716,254 \$2,151,975 \$716,160 \$0 } \$9,261,015 } \$1,437,959	16% 1% 2% 1% 10% 2%	\$22,651,114 \$9,060,446 \$9,060,446 \$9,060,446 \$9,060,446 \$9,060,446 \$9,060,446	25% 10% 10% 10% 10% 10% 10%	\$8,367,751 \$8,344,191 \$6,908,471 \$8,344,285 \$9,060,446 \$9,060,446 (\$200,569) \$7,622,486	9% 9% 8% 9% -0%
Corporations & their Guarantees	Closed						
FIXED (Bonds, etc. over one year)	Closed						
Total Investments	:	\$90,604,456	100%				
Interest Bearing Bank Accounts - O/S Cheque Co	overage	\$12,308,395					
Total Cash and Investments	•	\$102,912,851					

Capital Fund Sector Weights @ December 31, 2004

	0.1	Cumulative Amount Invested	0/	Outstation Line	0/	Limit	07
	Catagory Status	@ Book Value	%	Guideline Limit	<u>%</u>	Available	<u>%</u>
CASH & EQUIVALENTS							
Federal Government & its Guarantees	Open	\$0	0%	\$0	100%	\$0	0%
Federal Government	Open	\$0	0%				
Business Development Bank	Open	\$0	0%				
Canada Mortgage & Housing Corp.	Open	\$0	0%				
Canadian Wheat Board	Open	\$0	0%				
Export Development Canada	Open	20	00/				
Farm Credit Corp	Open	\$0	0%				
Provincial Governments & their Guarantees	R-1 Mid or Greater	\$0	0%	\$0	100%	\$0	0%
Total Alberta (R-1 High)	Open	\$0	0%	\$0	25%	\$0	0%
Alberta (R-1 High)	Open	\$0					
Alberta Municipal Finance Corp (R-1 High)	Open						
Alberta Treasury Branches (R-1 High)	Open	\$0					
British Columbia (R-1 Mid)	Open			\$0	25%	\$0	0%
Manitoba (R-1 Low)	Closed			\$0	25%	\$0	
New Brunswick (R-1 Low)	Closed			\$0	25%	\$0	
New Brunswick Municipal Finance Corp (R-1 Low				\$0	25%	\$0	
Nova Scotia (R-1 Low)	Closed			\$0	25%	\$0	
Nova Scotia Municipal Finance Corp (R-1 Low)	Closed			\$0	25%	\$0	00/
Ontario (R-1 Mid)	Open	\$0	0%	\$0	25%	\$0	0%
Prince Edward Island (R-1 Low)	Closed			\$0	25%	\$0	1
Quebec (R-1 Low)	Closed			\$0 \$0	25%	\$0 \$0	
Saskatchewan (R-1 Low)	Closed			ΦU	25%	φυ	
Municipal Governments & their Guarantees*	R-1 Mid or Greater	\$0		\$0	25%	\$0	0%
Calgary (R-1 Mid)	Open			\$0	10%	\$0 80	0%
Edmonton (R-1 High)	Open			\$0	10%	\$0 ***	0%
Winnipeg (R-1 Mid)	Open			\$0	10%	\$0	0%
	BA's Schedule A Canadain Banks R-1						
Financial Institutions & their Guarantees	Mid	\$0	0%	\$0	25%	\$0	0%
Bank of Montreal (R-1 Mid)	Open	\$0	0%	\$0	10%	\$0	0%
Bank of Nova Scotia (R-1 Mid)	Open	\$0	0%	\$0	10%	\$0	0%
Canadian Imperial Bank of Commerce (R-1 Mid)	Open	\$0	0%	\$0	10%	\$0	0%
Laurentian Bank (R-1 Low)	Closed			\$0	10%	\$0	
National Bank of Canada (R-1 Low)	Closed	***	201	\$0	10%	\$0	00/
Royal Bank (R-1 Mid)	Open	\$0 } \$0 }	0%	\$0	10%	\$0	0%
Royal Bank 1 Day BA Toronto Dominion (R-1 Mid)	Open	\$0	0%	\$0	10%	\$0	0%
Corporations & their Guarantees	Closed						
FIXED (Bonds, etc. over one year)	Closed						
Total Investments		\$0	0%				

Reserve Funds Sector Weights @ December 31, 2004

	Catagory Status	Cumulative Amount Invested @ Book Value	%	Guideline Limit	<u>%</u>	Limit Available	<u>%</u>
CASH & EQUIVALENTS							
Federal Government & its Guarantees Federal Government Business Development Bank Canada Mortgage & Housing Corp. Canadian Wheat Board Export Development Canada	Open Open Open Open Open Open	\$125,266,344 \$113,262,137 \$4,603,636 \$1,557,804 \$2,742,054	47% 42% 2% 1% 1%	, ,	100%	\$142,673,003	53%
Farm Credit Corp	Open	\$3,100,714	1%			•	
Provincial Governments & their Guarantees Total Alberta (R-1 High) Alberta (R-1 High) Alberta Municipal Finance Corp (R-1 High)		\$7,774,613 \$1,250,831	3% 0%		100% 25%	\$260,164,734 \$65,734,006	97% 25%
Alberta Treasury Branches (R-1 High) British Columbia (R-1 Mid) Manitoba (R-1 Low) New Brunswick (R-1 Low) New Brunswick Municipal Finance Corp (R-1 Low) Nova Scotia (R-1 Low) Nova Scotia Municipal Finance Corp (R-1 Low)	Open Open Closed Closed Closed Closed Closed Closed	\$1,250,831		\$66,984,837 \$66,984,837 \$66,984,837 \$66,984,837 \$66,984,837	25% 25% 25% 25% 25% 25%	\$66,984,837 \$66,984,837 \$66,984,837 \$66,984,837 \$66,984,837 \$66,984,837	25%
Ontario (R-1 Mid) Prince Edward Island (R-1 Low) Quebec (R-1 Low) Saskatchewan (R-1 Low)	Open Closed Closed Closed	\$6,523,782	2%		25% 25% 25% 25% 25%	\$60,461,055 \$66,984,837 \$66,984,837 \$66,984,837	23%
Municipal Governments & their Guarantees* Calgary (R-1 Mid) Edmonton (R-1 High) Winnipeg (R-1 Mid)	R-1 Mid or Greater Open Open Open	\$0		\$66,984,837 \$26,793,935 \$26,793,935 \$26,793,935	25% 10% 10% 10%	\$66,984,837 \$26,793,935 \$26,793,935 \$26,793,935	25% 10% 10% 10%
	BA's Schedule A Canadain Banks R-1						
Financial Institutions & their Guarantees Bank of Montreal (R-1 Mid) Bank of Nova Scotia (R-1 Mid) Canadian Imperial Bank of Commerce (R-1 Mid) Laurentian Bank (R-1 Low) National Bank of Canada (R-1 Low) Royal Bank (R-1 Mid) Royal Bank 1 Day BA Toronto Dominion (R-1 Mid)	Mid Open Open	\$24,898,390 \$1,248,556 \$3,751,267 \$1,248,392 \$0 } \$16,143,562 } \$2,506,613	9% 0% 1% 0% 6%	\$26,793,935 \$26,793,935 \$26,793,935 \$26,793,935 \$26,793,935 \$26,793,935	25% 10% 10% 10% 10% 10% 10%	\$42,086,447 \$25,545,379 \$23,042,668 \$25,545,542 \$26,793,935 \$26,793,935 \$10,650,373 \$24,287,321	16% 10% 9% 10% 4% 9%
Corporations & their Guarantees	Closed						
TOTAL CASH & EQUIVALENTS	-	\$157,939,347	59%	=			
FIXED (Bonds, etc. over one year)	Open (Special)						
Province of Nova Scotia (A-Low)		\$110,000,000	41%				
Total Investments		\$267,939,347	100%	=			

<u>Trust Funds</u> <u>Sector Weights</u> @ December 31, 2004

	Catagory Status	Cumulative Amount Invested @ Book Value	<u>%</u>	Guideline Limit	%	Limit Available	<u>%</u>
CASH & EQUIVALENTS							
Federal Government & its Guarantees Federal Government Business Development Bank Canada Mortgage & Housing Corp. Canadian Wheat Board Export Development Canada Farm Credit Corp	Open Open Open Open Open Open Open Open	\$2,204,240 \$1,993,009 \$81,008 \$27,412 \$48,250 \$54,561	78% 70% 3% 1% 2%	\$2,839,753	100%	\$635,513	22%
Provincial Governments & their Guarantees Total Alberta (R-1 High) Alberta (R-1 High) Alberta Municipal Finance Corp (R-1 High)		\$136,805 \$22,010	5% 1%	\$2,839,753 \$709,938	100% 25%	\$2,702,948 \$687,928	95% 24%
Alberta Treasury Branches (R-1 High) British Columbia (R-1 Mid) Manitoba (R-1 Low) New Brunswick (R-1 Low) New Brunswick Municipal Finance Corp (R-1 Low) Nova Scotia (R-1 Low)	Closed	\$22,010		\$709,938 \$709,938 \$709,938 \$709,938 \$709,938	25% 25% 25% 25% 25%	\$709,938 \$709,938 \$709,938 \$709,938 \$709,938	25%
Nova Scotia Municipal Finance Corp (R-1 Low) Ontario (R-1 Mid) Prince Edward Island (R-1 Low) Quebec (R-1 Low) Saskatchewan (R-1 Low)	Closed Open Closed Closed Closed	\$114,795	4%	\$709,938 \$709,938 \$709,938 \$709,938 \$709,938	25% 25% 25% 25% 25%	\$709,938 \$595,143 \$709,938 \$709,938 \$709,938	21%
Municipal Governments & their Guarantees* Calgary (R-1 Mid) Edmonton (R-1 High) Winnipeg (R-1 Mid)	R-1 Mid or Greater Open Open Open	\$0	0%	\$709,938 \$283,975 \$283,975 \$283,975	25% 10% 10% 10%	\$709,938 \$283,975 \$283,975 \$283,975	25% 0% 0% 0%
Financial Institutions & their Guarantees Bank of Montreal (R-1 Mid) Bank of Nova Scotia (R-1 Mid) Canadian Imperial Bank of Commerce (R-1 Mid) Laurentian Bank (R-1 Low) National Bank of Canada (R-1 Low) Royal Bank (R-1 Mid) Royal Bank 1 Day BA Toronto Dominion (R-1 Mid)	BA's Schedule A Canadain Banks R-1 Mid Open Open Open Closed Closed Open Open	\$438,123 \$21,970 \$66,009 \$21,967 \$0 } \$284,069 }	15% 1% 2% 1% 10% 2%	\$709,938 \$283,975 \$283,975 \$283,975 \$283,975 \$283,975 \$283,975	25% 10% 10% 10% 10% 10%	\$271,816 \$262,005 \$217,966 \$262,008 \$283,975 \$283,975 (\$94) \$239,868	10% 9% 8% 9% -0%
Corporations & their Guarantees	Closed						
TOTAL CASH & EQUIVALENTS		\$2,779,168	98%				
FIXED (Bonds, etc. over one year)							
Federal Government & its Guarantees							
Federal Government		\$54,175	2%				
TOTAL FIXED							
EQUITIES							
Bank of Montreal		\$6,410	0%				
TOTAL EQUITIES							
Total Investments		\$2,839,753	100%				