



RM of Loon Lake #561

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| Policy Type: | General Government |
| Policy Title: | Office Service Fees |
| Policy Number: | 100-11 |

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| Authority: | |
| Council Resolution # | 81/2021 |
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Purpose

To set fees to be charged for office services and maps

Policy

The following fees shall be charged

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|---|------------------------------------|
| RM Maps | \$ 20.00 each |
| Historical Maps | \$ 10.00 each |
| Photocopies (Black & White) | \$ 0.50 per page |
| Photocopies (Colour) | \$ 1.00 per page |
| Faxes | \$ 1.00 per page received/sent |
| Tax Certificate | \$ 20.00 per property |
| Tax Statement | \$ 10.00 per property |
| Commissioner of Oaths (non-ratepayer) | \$ 20.00 |
| Commissioner of Oaths (ratepayer) | N/C |
| Annual Audited Financial Statement | N/C |
| Minutes | \$ 1.00 per page |
| SAMA Detailed Property Report | \$ 10.00 per property |
| General office services (document search) | \$ 20.00 per ½ hour minimum charge |

All prices include applicable taxes

Exclusion

Fees set out in the *Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP) Regulations* shall apply to any documents requested through LAFOIP

Effective Date/Repeal

This policy will come into effect on March 11, 2021 unless otherwise specified and shall be implemented as outlined in this policy. This policy repeals and replaces all resolutions and any policies pertaining to Office Service Fees and replaces all past practices. This policy may only be amended or repealed by resolution of Council.