

Rural Municipality of Oakview POLICY AND PROCEDURE MANUAL		POLICY NO: 2025-01
REFERENCE Administration / Office	ADOPTED BY: Resolution # 2025-015 This policy Replaces 2019-2	
	Adopted Date: January 14, 2025	
TITLE: Office Rates Policy – Sale of Goods		Head of Council: B. Christie CAO: Mark Humphries

Purpose: The purpose of the policy is to direct and guide office staff on what to charge ratepayers for office duties that they may need.

Office Rates:

▪ Photocopying	0.25 per page
▪ Photocopying - Color	0.50 per page
▪ Photocopying for community organizations	0.10 per page
▪ Photocopying(color) - community orgs	0.25 per page
▪ Outgoing Faxes (within province)	2.00
▪ Outgoing Faxes (out of province)	4.00
▪ Incoming Faxes (1 to 5 pages)	2.00
▪ Incoming Faxes (5 or more pages)	3.00

Municipal Maps

▪ Black & White	at cost
▪ Color	at cost
▪ Laminated	at cost

Blanshard History Books

▪ Volume I	25.00
▪ Volume II	40.00
▪ Volume III	10.00
▪ Volume IV	45.00

If volumes III & IV are purchased together Vol. III 5.00

Rapid City History Books

• Volume 1	15.00
• Volume 2	40.00

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