

# Definitions & FAQs

Invasive Plant Control Program (CAP-IPCP) 2018-19

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## Definitions:

### **FOR THE PURPOSES OF THIS PROGRAM:**

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#### **Eligible Applicants to Claim Directly to SARM:**

Rural Municipalities (RMs)  
First Nations Bands (FNBs)

Other Stakeholders eligible to claim through RM and FNBs:

- Agricultural Producers (includes patron groups operating crown pastures)
- Private Land owners (includes individual renters of rural reserve lands)
- Cities/Towns/Villages (eligible to claim for Prohibited Weeds only)

*An RM or FNB does not have to submit a claim under the 2018-19 CAP-IPCP for other stakeholders to apply. However, all grant funds will continue to flow from SARM directly to the RM or Band Office for disbursement to the "Other Stakeholder" applicant.*

#### **To be eligible, Other Stakeholders:**

- For this program year, will not have a WMP to submit but will be listed as a priority in the RM's, FNB's or CWMA's WMP if the RM/FNB is submitting a claim.
- will apply to the program through the RM therefore instilling a level of local accountability.
- will include claims and supporting documents with the RM claim packages to ensure RMs are aware of weed control efforts being undertaken within the RM boundaries allowing them to utilize that information when considering future control efforts.

#### **What to submit when claiming as an RM, FNB, producer or other stakeholder:**

The 2018-19 CAP-IPCP Technical Committee will review all claims and supporting documents to verify rebate requests and determine funding approval of no more than 50% of approved costs to RMs, FNBs and other stakeholders for the following:

1. For all weeds designated as **Prohibited Weeds** under *The Weed Control Act*:
  - a. 50% for the **cost of eligible herbicides pre-approved by the Ministry of Agriculture** and applied in this program year:
    - i. **SUBMIT**, along with the claim form, a copy of original product invoice(s) for verification;  
and
  - b. 50% for the **cost of application** of the pre-approved eligible herbicides:
    - i. **SUBMIT**, along with the claim form, a copy of original service invoice(s) for verification
2. For **Noxious Weeds** approved under the current program (absinthe, field bindweed, common burdock, bladder campion, ox-eye daisy, black henbane, hoary cress, hoary alyssum, leafy spurge, Russian knapweed, yellow toadflax, common tansy and wild parsnip):

- a. Up to 50% for the **cost of pre-approved eligible herbicides** applied in this program year:
  - i. **SUBMIT**, along with the claim form, a copy of original product invoice(s) for verification

**CAP-IPCP Claims Rating:**

To ensure rebates are distributed in a fair and equitable manner, the CAP-IPCP Technical Committee will determine eligible rebate amounts based on the following:

**Claims will be processed** according to weed species indicated on the CAP-IPCP [Schedule A](#):

1. **1<sup>st</sup> priority** - any prohibited weeds:
  - o 50% of the cost of pre-approved eligible herbicides; and
  - o 50% of the cost of application of those pre-approved eligible herbicides.

2. Up to 50% of the cost of pre-approved eligible herbicides:

**2<sup>nd</sup> priority** - any isolated noxious weeds (less than 5 ha/quarter section)

**3<sup>rd</sup> priority** - established noxious weeds (greater than 5 ha/quarter section)

*If requests exceed available funding:*

- *containment made in conjunction with Integrated Weed Management efforts on these weeds will be considered before blanket herbicide applications over large areas.*
- *all eligible rebate requests made on approved noxious weeds will be prorated based on the following formula:*

$$\frac{\text{eligible rebate request per RM/FNB/other stakeholder}}{\text{total noxious weed rebate requests of all claimants}} \times \text{IPCP rebate funds available (after prohibited weeds claims are paid)}$$

**No RM, FNB, producer or other stakeholder will receive more than 50% of the eligible expenses reported on the Invasive Plant Control Program (CAP-IPCP) claim form(s).**

**What is the difference: Weed Inspector vs Herbicide Applicator?**

**Weed Inspector:** The role of the weed inspector under *The Weed Control Act* is to monitor the municipality for the Prohibited and Noxious weeds to detect new occurrences of those weeds in a timely manner. The weed inspector must also respond to complaints from residents of the municipality for Prohibited, Noxious and Nuisance Weeds.

Weed inspectors are the enforcement agent appointed by municipalities to enforce *The Weed Control Act*. Weed inspectors, whose appointments have been acknowledged by Saskatchewan Ministry of Agriculture, have the power to:

- Enforce *The Weed Control Act*.
- Enter onto private property (except for dwellings) to inspect for Prohibited, and Noxious Weeds, as well as Nuisance Weeds in response to a complaint.
- Issue Agreements or Orders for the Eradication of Prohibited Weeds and isolated Noxious Weeds, or Containment and Integrated Control of established Noxious Weeds as well as Integrated Control measures of Nuisance Weeds.

- Arrange for the appropriate measures to be taken on behalf of the municipality, if Orders or Agreements issued regarding Prohibited, Noxious or Nuisance Weeds, are not complied with in the time required.
- Issue permits for the movement of machinery, domestic animals or other material that may be contaminated with Prohibited or Noxious Weeds under conditions that the weed inspector may allow.

A secondary role of the weed inspector is to co-ordinate overall invasive weed management in a municipality. By working with individuals, businesses, governments and other organizations the weed inspector can ensure that all Prohibited and Noxious Weeds are controlled by all land owners, and no uncontrolled infestations remain. The weed inspector can also contribute to reduced weed problems and costs by raising awareness of Prohibited and Noxious Weeds with residents of the municipality, and coordinating local biological control activities.

**Herbicide Applicator:** Regulated under *The Pest Control Products (Saskatchewan) Act, 1995*, all individuals and companies selling and/or applying pesticides, to land that is not their own, for economic gain or benefit must hold a valid pesticide applicators license. This includes applications such as agricultural, rights of way (e.g. power and pipe lines), landscaping, as well as mosquito control, and structural pest control. Pesticide applicator licenses may be issued by Saskatchewan Agriculture, after successful completion of the training course and testing provided by Saskatchewan Polytechnic. Holders of a valid pesticide applicators license from another province are also able to write the Saskatchewan exam to obtain a license in Saskatchewan.

There are several categories of pesticide license that may be issued to a qualified applicant. The following license categories are acceptable in their respective areas:

- Agricultural – for applications made to agricultural land,
- Industrial – for applications made to non-agricultural land,
- Landscape – for applications made to domestic urban lots only.

Those purchasing pesticides or application services, including agricultural producers, are reminded to ensure the applicators they *hire to apply pesticides have the appropriate license for the job at hand.*

## Cooperative Weed Management Area (CWMA)

CWMAs, simply put, are partnerships or agreements. They bring together landowners and land managers to coordinate action and share expertise and resources to manage noxious weeds or invasive plants in a defined area. CWMAs determine the weed control priorities for the stakeholders involved in a specific area and then develop a comprehensive Weed Management Plan (WMP). These agreements can create highly effective continuing partnerships, developing strategies and dealing with long-term invasive species problems.

Characteristics of a CWMA are:

- Defined geographical area distinguished by a common geography, weed problem, community, climate, political boundary, or land use.
- Involvement or representation of the majority of landowners and natural resource managers in the defined area.
- Steering committee.
- Commitment to cooperation.
- Comprehensive plan that addresses the management of prevention of one or more noxious weeds or invasive plants.

Contributing parties are designated by signing a formal CWMA agreement.

**For the purpose of the CAP-IPCP - Situations where CWMA agreements may or may not be required:**

- **REQUIRED:** Your RM/FNB is already part of a larger group working towards managing invasive species (eg: ADD Board) and you want to include more stakeholders in that effort.
- **NOT REQUIRED:** Your RM/FNB has an agreement with Ministry of Highways' (MHI) official(s) to control weeds on highway right-of-ways AND the RM/FNB is being compensated by MHI for this service (*not eligible for funding under the CAP-IPCP*).

For more information on CWMA's and resources to assist in developing them, visit [here](#).

If you have more questions regarding CWMA agreements or WMPs – feel free to contact the Plant Health Officer (PHO) in your Division:

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## Frequently Asked Questions (FAQs):

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**1. Q: Who can apply directly to SARM for the IPCP?**

- A:**
- a. First Nations Bands (FNBs) south of the Northern Administrative District making herbicide applications to rural reserve non-agricultural land
  - b. RMs

**Other Stakeholders claim through the RM/ FN Band office.**

- An RM/FNB does not have to submit a claim under the 2018-19 CAP-IPCP for other stakeholders to apply. However, all claims must be signed by the RM/Band Administrator and submitted to SARM on behalf of other stakeholder by the deadline to be eligible. All grant funds will continue to flow from SARM directly to the RM/FNB offices for distribution to “other stakeholder” applicants.

**2. Q: Is it up to the RMs/FNB to notify their ratepayers about the CAP-IPCP?**

**A:** RMs and FNBs are encouraged to promote the program to their ratepayers. Program information along with guidelines and claim forms are available on the [SARM website](#) to all SARM Members and the public in general, however, the RMs & FNBs are asked to ensure all interested parties have access to and are aware of this valuable information if requested.

**3. Q: Can an individual apply for a claim if the RM/FNB isn't submitting a claim?**

**A:** Yes – Individual applications must be submitted through the RM/FNB office and all claim forms are required to have the Administrator's signature. SARM and the Ministry of Agriculture would like to ensure the individual landowner/stakeholder claims are channeled through the RM/Band offices:

- to ensure local accountability,
- to encourage a more coordinated overall effort to manage invasive weeds,
- To ensure that the RM/FNB is aware of the weed control efforts being conducted within its boundaries.

**4. Q: Can an individual apply for a claim if the RM/FNB has not appointed a Weed Inspector for the year?**

**A:** No – The RM, and any stakeholder within it, will not be eligible to claim for rebates under the CAP-IPCP because having an appointed Weed Inspector in the RM is a requirement of the program. Without the ongoing efforts of a weed inspector in the RM, monitoring for regulated weeds and coordinating efforts to control them, investments made on individual efforts in isolation from the rest of the RM will be in vain and a waste of precious resources.

**5. Q: Do other stakeholders have to submit a WMP by the July 2<sup>nd</sup> deadline?**

**A:** No – all they must do is submit their claim and Herbicide Application Records (or iMapInvasives report) to the RM/Band office so that the parcel can be included as part of the RM's/FNB's overall municipal Weed Management Plan for the next year.

**6. Q: How far back will herbicide receipts be accepted?**

**A:** All receipts for eligible herbicides under the CAP-IPCP will be accepted if they pertain to the herbicide being used, and claimed for, in the current program year. The price per unit of the herbicide is multiplied by the amount applied or the registered application rate (whichever is less) multiplied by the area treated to determine the amount of the eligible rebate.

**7. Q: What are considered eligible expenses for the 2018-19 program year?**

**A:** The following eligible expenses must be claimed for on CAP-IPCP claim forms as well as be verified by attaching a copy of the original invoices:

- For all **Prohibited and Noxious Weeds**, the cost of the eligible herbicides applied in this program year as shown on *Schedule A*;
- For **Prohibited Weed claims only**, the cost of services (less any taxes) to apply pre-approved eligible herbicides in this program year;
- The cost of freight (less any taxes) on original invoices listed above relative to the herbicide/service used in this program year; proportional to the amount used (i.e. when calculating the price per unit of herbicide, add cost of freight and then divide by the total volume of herbicide shipped).

**8. Q: FREIGHT costs – are they an eligible expense for the 2018-19 program year?**

**A:** Yes. The cost of freight only – excluding taxes – can be included in the overall herbicide cost.

**9. Q: ADDITIVES are a requirement for some of the eligible herbicides listed on Schedule A. How do I claim the cost of approved adjuvants/surfactants required to be added to the primary herbicides?**

**A:** Yes. Often the cost of the adjuvants/surfactants are already included in the primary herbicide costs. **Check for that first.** If the additive is invoiced separately, simply add it on the line below your primary herbicide for the same location and do the same calculations done for the primary herbicide rebate request. Include a copy of both the primary herbicide invoice and the additive invoice to support the claim you are making.

**10. Q: APPLICATION COSTS are eligible to claim on Prohibited Weeds treated this year. How do I claim for those costs?**

**A:** The PROHIBITED WEED species claim form includes a column to enter the “Application Cost” relative to the land location where the Prohibited Weeds were treated. Enter in the amount of the application cost (less any taxes) for application of approved herbicides to that land location. These costs will be added to the cost of the herbicide being claimed and you may be eligible for up to 50% rebate if approved.

**11. Q: Can I include any taxes paid for herbicides, additives, freight or application costs on my claim form?**

**A:** No. GST and PST are not eligible to claim under the 2018-19 CAP-IPCP.

**12. Q: Do private land owners have to use a licensed applicator to be a successful applicant under CAP-IPCP?**

**A:** No – a private landowner is able to apply pesticides to his/her own land, or rented land that he/she actively farms, without a license unless the pesticide has a “Restricted Use.” None of the herbicides listed as eligible in the CAP-IPCP program are considered “Restricted Use.” If the private landowner hires a third party to apply the eligible herbicide, that party must hold a valid pesticide applicator license and that license number must be submitted with the claim.

*The Saskatchewan Pest Control Products Regulations* indicates the situations that a person **does not** need a license to apply non-restricted pesticides are as follows:

(2) An individual may do all or any of the following without holding a pesticide applicator licence:

(a) use or apply pesticides on land:

- (i) that the individual or a member of his or her immediate family owns or rents; or
- (ii) that is owned or rented by a corporation in which the individual or a member of his or her immediate family owns a majority of shares;

(b) use or apply pesticides as part of his or her duties as an employee of a farm operation or a research or pesticide development organization;

(c) without charge (exchange of money), provide a service involving the use or application of pesticides on neighbouring land or premises in the ordinary exchange of labour and services among farmers;

(d) use or apply pesticides under the direct supervision of a holder of a pesticide applicator licence, acting within the terms of that licence\*\*;

(e) use or apply:

- (i) disinfectants;
- (ii) swimming pool bactericides;
- (iii) cleansers, deodorizers, laundry additives, soaps or sanitizers;
- (iv) bactericides used in cutting oils and fuels;
- (v) algaecides used in industrial cooling systems; or
- (vi) wood preservatives.

- Every other use of a pesticide requires a licensed applicator.

**\*\* Note:** Direct supervision requires that the licensed applicator be within direct earshot and eyeshot of the application being made by an unlicensed applicator.

**13. Q: What is the purpose for the Herbicide Application Record and who completes it?**

**A:** If you are the one physically applying herbicides to be claimed under the Invasive Plant Control Program, you must complete the Herbicide Application Record in the absence application records added to iMapInvasives.

This includes licensed applicators as well as all other stakeholders and FNBs. This ensures consistent reporting and data capture necessary for funding through the *Canadian Agriculture Partnership (CAP)*.

The application record indicates the application was made. If there is no application record the RM could be spending money for no return.

**Herbicide Application Records** are available for download on the SARM website or click [here](#).

**14. Q: Why should I use iMapInvasives and how can I get help using it?**

**A:** The use of iMapInvasives is encouraged for all of the weed species recording and reporting benefits it can provide, both now and in the future. Click [here](#) to visit the iMapInvasives website to record data and generate the necessary information required for your weed management plans.

**NOTE:** iMapInvasives is designed to operate using browsers such as *Firefox, Google Chrome or Safari*.

iMapInvasives is also available as an App for iPhone or Android smartphones via the Apple Store (iPhones) or Google PlayStore (Android).

If you have questions about using the iMapInvasives program or App please contact Beryl Wait, Ministry of Environment, at 306.933.6436 or [beryl.wait@gov.sk.ca](mailto:beryl.wait@gov.sk.ca)

**15. Why is the herbicide I used, or want to use, not on the approved herbicide list?**

**A:** The CAP-IPCP fund only supports the use of products that are currently registered (AKA target weeds appear on the label for control of the target weed). Products that claim top growth control (of perennials) or suppression are not approved under the CAP-IPCP since we want to ensure that there is significant activity on perennial plants, and are not spending money year after year to burn the top off a plant to have it grow back as if nothing had happened in the year following the last application.

Herbicide labels are legal documents as extensions of the federal *Pest Control Products Act*. Because of this legal restriction, we cannot approve uses of a herbicide where the target eligible weed is not listed on the label. Manufacturers that make claims that their product is more effective than what their label says, may provide the Pest Management Regulatory Agency of Health Canada with documentation to support that claim and apply to have the weed listed as controlled on the product label. Once the label change is made, the product will immediately be added to the list of approved products.

In addition, low cost herbicides, like glyphosate, are not included in the program since low cost registered herbicides are not a significant hardship to use in relation to specialized herbicides to control invasive plants.

**16. Q: Why are all noxious weeds, like Scentless Chamomile, not included in this program?**

**A:** Scentless Chamomile is an example of a noxious weed that is too wide spread for this program to impact the existing population. The program is therefore targeting noxious weeds that are less wide-spread and that are difficult to control without herbicides. The designated noxious weeds are persistent weeds that are more difficult and costly to control, placing a bigger burden on RMs, FNBs and land owners to control them. The approved herbicides control these weeds effectively but are typically very expensive. The program is intended to remove high herbicide costs as a barrier to addressing these weeds. By focusing on a limited number of noxious weeds of high concern that aren't wide spread yet, the limited funds available through the CAP-IPCP will have a more significant impact leading to visible results and a decrease in infested acres and spread. It will increase the productive grazing area for livestock or wildlife and thus the economic or ecological potential of those lands.

**17. Q: Why do we have to provide area treated?**

**A:** Canadian Agriculture Partnership (CAP) requires that performance measures be provided to the federal government to demonstrate the benefits provided by each project under CAP. The benefit in the case of the CAP-IPCP is the reclamation of infested land and the prevention of spread to more land, thereby requiring more herbicide application. If the area applied was large, the reclamation rationale can be used; if the area sprayed was a small patch, the prevention of spread rationale can be used. This information is also helpful for the IPCP Technical Committee to determine if correct rates of herbicides are being applied in your invasive weed management efforts and therefore ensure that RMs are receiving the best benefit of the program.

The Saskatchewan Ministry of Agriculture's [2018 GUIDE TO CROP PROTECTION](#) provides a handy Imperial-Metric Measure Conversion Chart on Page 2, that will aid in any area conversions you may require while completing the CAP-IPCP claim package. There are also many free metric conversion internet pages, apps or freeware downloads that are very helpful and easy to use.

**18. Q: Our RM has been running our own invasive plant control program; cost sharing pesticide costs with our ratepayers – How will it work with this program?**

**A:** As in any other situation, where the RM makes the herbicide application, the RM would make the claim for the eligible herbicide no matter where it may have been applied. It would then be up to the individual RM to determine how to integrate this into their existing cost sharing program.

**19. Q: Our RM is a member of a Cooperative Weed Management Area (CWMA). How do we apply for the program?**

**A:** Applications for funding would still come from individual RMs for funding under the CAP-IPCP.

- The Weed Management Plan for the CWMA may be used in place of a weed management plan for the individual RM.
- The RM should include a copy of their CWMA agreement to document that they are a part of the larger group.
- While CAP-IPCP program funding applications are still required to be submitted under the name of individual RMs or FNB, the CWMA can certainly provide assistance in completing the WMP and claim forms for the RM or FNB to submit.
- SARM will make the claim payments to RMs only. The RM and the CWMA can determine how that rebate will be disbursed.

*NOTE: If your RM is already part of a CWMA agreement, but it's named differently, you do not have to redo the agreement to rename it. Simply submit a copy of that agreement as requested.*



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*As part of the Canadian Agriculture Partnership funding agreement, all records, information, databases, audit and evaluation reports and other documents relating to this program **must be retained by the RM until March 31, 2029.***

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For more information on the Invasive Plant Control Program,  
please visit the [SARM website](#) or contact:

Annette Ellert, Programs Manager, at 306.761.3744 or [aellert@sarm.ca](mailto:aellert@sarm.ca)  
Saskatchewan Association of Rural Municipalities (SARM)

**2018-19**

## **Plant Health Officer**

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