
RAT CONTROL PROGRAM

Program Guidelines

2018 - 2019

Saskatchewan Association of Rural Municipalities (SARM)

Purpose of the Program:

The purpose of the Rat Control Program (CAP-RCP) is to provide financial and human resource assistance to rural municipalities (RMs) to control the rat population in their respective jurisdictions.

Background:

The Saskatchewan Association of Rural Municipalities (SARM) administered the Provincial Rat Eradication Program (PREP) beginning in 2010 to its completion on 2018. PREP ran successfully providing financial assistance, human resources, training, education and printed materials bringing RMs and Pest Control Officers (PCO) together to create uniformity in rat control processes province-wide. With a proven program history of high RM participation and continual decreases in rat infestation rates throughout the province, SARM continues to administer the provincial rat control program under the new federal funding initiative, *Canadian Agricultural Partnership* (CAP) agreement, along with the Saskatchewan Ministry of Agriculture, to continue to assist RMs with the cost of rat control in the province.

Program Administration and Budget:

The SARM is administering the CAP-Rat Control Program(CAP-RCP) on behalf of the Province. The program is designed to achieve maximum results and accountability, while keeping administrative requirements for RMs to a minimum. Funding for the program is provided by the Ministry of Agriculture and the Federal Government under *Canadian Agricultural Partnership* agreement, in the amount of \$900,000 for the first program year (April 1, 2018 to March 31, 2019).

Program Outline:

The program will provide a cost-shared payment to RMs that are active in their rat control efforts and who follow the minimum level of service determined by the 2018-19 CAP-RCP. The program is designed to assist RMs by providing the following support:

- Financial Resources. SARM administers the grant program which provides funding to assist RMs with costs incurred for rat control efforts.
 - The program will provide rebates of up to 50% of approved expenses;
 - To ensure rebates are distributed in a fair and equitable manner, funding will be determined by the number of claims received, the value of rebates requested and based on the following prorated formula:

eligible rebate request per RM	X	2018-19 CAP-RCP rebate funds available
<u>(50% of eligible expenses reported)</u>		<i>(less contract employee/other expenses)</i>
total eligible rebate requests received		

- Human Resources. SARM has contracted the services of a PCO Provincial Coordinator and six (6) PCO Supervisors; one located in each of SARM’s six divisions.

Eligibility:

For an RM to be eligible for the grant the following minimum level of service is required:

- The RM must appoint a Pest Control Officer and provide written notification to Saskatchewan Agriculture as to the name and address of their PCO. Please address as follows:

Executive Director of the Crops and Irrigation Branch,
Saskatchewan Ministry of Agriculture
Room 125, 3085 Albert St.,
Regina, S4S 0B1
Fax: 306-787-0428
Email: crops@gov.sk.ca

- The RM must employ the services of a rodenticide applicator with a valid pesticide applicator's license.
- Each site within an RM where agriculture produce is (or was) stored or where livestock or poultry are housed (or have been housed) must be inspected at least once a year. This includes both occupied and abandoned sites.
 - Site numbers will be based on 1976 and 2016 Census statics from Statistics Canada
- The RM must provide reports as required by SARM and the Ministry of Agriculture.

Application Process:

1. Rat control field report forms are available for download on the SARM website at <https://sarm.ca/programs/administered-programs/ag-programs/cap-rcp> (*printed forms are no longer available*).
2. From these forms, identify:
 - first time visits for all occupied and vacant farm sites;
 - total active infestations recorded at the sites;
 - the number of site inspections for the whole year which includes first time visits noted above as well as any second or multiple site visits made.
3. Eligible expense for RMs to report under the CAP-RCP include:
 - For Pest Control Officers and/or rodenticide applicators - training, wages or contract fees, travel reimbursement, rat control supplies;
 - Rat control bait provided by the RM to the rate payer **free of charge**. When claiming for rat bait used within the program year, the RM must complete the **Rat Control Bait Summary (Claim Form – Part 2)** and include it with the CAP-RCP Claim Form – Part 1.
 - The cost of freight (*less GST & PST*) relative to the rat control bait provided free to ratepayers in this program year;
 - *As a best practice, RMs are strongly encouraged to provide bait for rat control to ratepayers at no charge. If the RM charges for the bait, then the bait, or its charged portion is no longer an eligible expense.*
 - Additional costs may be included by SARM, subject to the approval of the Ministry;

NOTE: If administration for pest control services is contracted out by the RM, only the portion of administration costs relating to rat control only are considered to be an eligible expense.

Making a Claim:

Complete and submit the **CAP-RCP Claim** form and **Rat Control Bait Summary** form to SARM by the program deadline date of **NOVEMBER 30, 2018**.

When claiming for share of eligible rat bait costs, the Rat Control Bait Summary must be included with the claim to be valid.

CAP-RCP Claim and **Rat Control Bait Summary** forms can be submitted by email or fax to:

Annette Ellert, Program Manager at email: aellert@sarm.ca or fax: 306-565-2141

If the deadline to submit a claim form falls on a statutory holiday or weekend, the deadline would move to the next business day.

No other government grant, rebate, assistance program or payment can be received by the RM with relation to the expenditures subject to this program. No RM will receive more than 50% of the expenses reported on the Rat Control Program (CAP-RCP) Claim Form – Part 1. Verification of fulfillment of program requirements may be requested, random audits may be conducted, and information on specific reporting measures may also be requested.

Human Resources Available:

SARM employs the services of a PCO Provincial Coordinator and six Regional PCO Supervisors. Their duties and responsibilities include advising and assisting PCOs, RMs and Regional Pest Control Committees by providing technical support and consistent and uniform delivery of the rat control program in Saskatchewan.

If you require technical assistance, please contact PCO Provincial Coordinator, Grant Peeling or the PCO Supervisor located in your SARM Division:

Provincial Coordinator: Grant Peeling- 306-631-7141

Division 1: Henry Fieseler- 306-743-7875

Division 2: Ryan Budd- 306-631-7350

Division 3: Stewart Biech- 306-778-0715

Division 4: Colette Melnychuk- 306-269-7067

Division 5: Neil Mooney- 306-934-4782

Division 6: George Dresser- 306-228-3184

For more information on the CAP-RCP please visit the SARM website at <https://sarm.ca/programs/administered-programs/ag-programs/cap-rcp> or contact Annette Ellert, Program Manager, at 306-761-3744 or email at aellert@sarm.ca.

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