

**RESORT MUNICIPALITY OF WHISTLER
2024 FEE FOR SERVICE FUNDING APPLICATION
Sea to Sky Invasive Species Council (SSISC)**

OVERVIEW

In accordance with **Council Policy A-39 – Fee for Service** the Resort Municipality of Whistler (**RMOW**) provides funding and/or value-in-kind (**VIK**) in the form of Fee for Service (**FFS**) to ensure important programs, services, and functions are delivered to the benefit of the resort community.

The **Sea to Sky Invasive Species Council SSISC** is being considered for FFS funding during 2024.

This Application provides **SSISC** with the opportunity to request FFS funding by indicating how FFS funds will help move the resort community towards Whistler's Vision of being *a place where our community thrives, nature is protected and guests are inspired*.

The FFS funds requested will be considered in the context of Whistler's Official Community Plan (**OCP**), and within the constraints of the municipal budget.

OCP GOALS, OBJECTIVES, POLICIES

The intent of the FFS program is to contribute to achieving certain OCP Goals and Objectives consistent with OCP Policies;

- The OCP landing page is here: [Whistler's Vision and OCP | Resort Municipality of Whistler](#)
 - The option to download the OCP is below the photo at the top of the landing page.
 - The OCP is 387 pages and 145 MB.
 - However, most initiatives will be guided by specific chapters and sub-chapters.

Your Application must explain how the requested FFS funds will provide services intrinsic to the resort community in a manner consistent with the OCP.

Therefore, at a minimum, please review the following chapters to be reminded of the relevance of your services within the context of the OCP:

- Chapter 2: *Community Vision and Characteristics*
- Chapter 3: *Reconciliation* narrative, goals, objectives, and policies.
- Chapter 6: *Economic Viability* narrative, goals, objectives, and policies.
- Chapter 8: *Health, Safety, and Community Well-being* narrative, goals, objectives, and policies.
- Chapter 9: *Learning, Culture, Recreation* narrative, goals, objectives, and policies.

SUBMISSION AND DEADLINE

Please complete the form below, append documents requested in Section 4, and submit via e-mail to:

- Karen Elliott - RMOW General Manager of Community Engagement and Cultural Services; Kelliott@whistler.ca
- Jill Wynott - Administrative Assistant, Community Engagement and Cultural Services; jwynott@whistler.ca

The deadline for your Application is August 25, 2023 at 5:00 PM Pacific.

If you have any questions regarding the Application, please contact Karen Elliott by e-mail.

1. NAME, MANDATE, COORDINATES:

Legal Name of the Organization:	Sea To Sky Invasive Species Council
Mission Mandate (one sentence):	To minimise the threat of invasive species that negatively impact the environment, the economy and human health.
Number of Staff in the Organization:	4 year-round full time; 8-12 seasonal full-time
Society Registration Number:	S-0055391
Mailing Address:	Box 845, Whistler BC, V0N1B0
Primary Contact Name:	Clare Greenberg
Primary Contact email:	info@ssisc.ca
Primary Contact Phone:	

2. FFS AMOUNT REQUESTED IN THE CONTEXT OF YOUR ORGANIZATION'S OPERATING COSTS:

	Annual Operating Costs	Fee for Service FUNDING Requested		
Admin Wages & Benefits	\$5,656.42	\$592.11		
Program Wages & Benefits	\$559,985.31	\$58,619.01		
Rent, Utilities	\$7,650.00	\$800.80		
Equipment & Supplies	\$105,954.75	\$11,091.30		
Advertising & Promotion	\$1,500	\$157.02		
Capital Projects/Purchases	\$0.00	\$0.00		
All Other Costs	\$21,396.40	\$2,239.77		
Total	\$702,142.88	\$73,500	10.5	%

3. PURPOSE | COST-BENEFIT RATIONALE | IMPLICATIONS | KEY PERFORMANCE INDICATORS

Please limit your responses to the word count indicated for each box below; the text boxes will expand.

PURPOSE: what services will be provided; how do those services align with the OCP? **Maximum 500 words.**

The invasive species management services listed below are essential for protecting Whistler's ecosystems and biodiversity. Invasive species are spreading - we need sufficient funding to continue to address the problem. Funding these services now will save Whistler money in the long-run, will enable us to prevent new species from establishing, and minimize the impact of invasive species that are already present. These services will be critical for Whistler to achieve its vision of a thriving community where nature is protected. The services to be provided by SSISC would include:

1. Invasive Species Expertise, Coordination & Program Development:

- Review and provide input and guidance on RMOW invasive species policies, plans, regulations and bylaws
- Liaise, communicate and collaborate with other partners and jurisdictions; share external information and provide expertise on invasive species to RMOW staff and community members;

- c) Collaborate on funding applications; leverage government funding, develop invasive animals program.
2. Training, Education & Outreach:
 - a) Provide annual invasive species training to relevant RMOW staff
 - b) Raise awareness about invasive species, their impacts and management strategies through education and outreach programs and initiatives, including Whistler-specific programs, events (e.g. weed pulls), resources, signage, toolkits and kids activities.
3. Invasive Plant Field Program:
 - a) Coordinate and carry out invasive plant surveys, mapping, removals and monitoring on priority municipal lands in Whistler (e.g. trails, parks, roadsides, infrastructure etc.)
 - b) Provide an annual, prioritized list of sites for RMOW crews to complete invasive plant removals
 - c) Provide guidance and support to RMOW crews on effective invasive plant removal and disposal techniques
4. Environmental Protection Bylaw Implementation Support:
 - a) Notify RMOW when landowners are unresponsive or noncompliant regarding invasive species on their property
 - b) Provide support to RMOW Bylaw Services and Environmental Stewardship teams in monitoring and confirming presence and/or effective removal of invasive species on private properties

These services align with the OCP as follows (chapter/goal # in parentheses):

- Our work directly contributes to protecting the environment, including terrestrial and aquatic habitats and the biodiversity they support (7), which in turn helps support the nature-based tourism economy (6), and increases ecosystem resilience re: climate change (7.2; 10.5).
- Our work helps support the community by offering employment (6), and being part of the Whistler Non-Profit network (8). Additionally, we offer volunteer opportunities which helps community members to feel connected to the community and the natural environment (8).
- We work directly with the Squamish Nation & Lil'wat Nation and have well-established collaborative working relationships (3)
- We provide meaningful employment opportunities outside of the tourism sector, especially for youth in the summer months (6, 8)
- We provide nature-based learning resources to teachers and educators (9.1)
- We work with tourism providers to encourage integration of best management practices for invasive species prevention (9.4)

These services also align with the Big Moves Climate Action Implementation Plan (BMCAIP), which is a key initiative identified in the 2023-2026 Strategic Plan. Specifically, invasive species management services will directly address adaptation goal #3.3: 'Prevent and minimize the spread of invasive species'.

COST-BENEFIT RATIONALE: why is your organization uniquely positioned to deliver those services; what unique benefits are achieved through delivery of those services by your organization? **Maximum 250 words.**

We are uniquely positioned to deliver these services, as we are the local experts in invasive species management. We have been operating in Whistler since 2009, and are equipped, fully operational, and have in-depth knowledge of the current distribution of invasive species in Whistler. We have experienced

professionals on staff that are trained and certified in species-specific best management practices, and we can deliver the proposed services more efficiently and effectively than internal staff at the RMOW. The SSISC is an active member of the Regional Invasive Species Organisations of BC, the Invasive Species Council of BC, and the North American Invasive Species Management Association.

The SSISC operates throughout the Sea to Sky Region, however the requested funds would be spent specifically in Whistler, for the benefit of the Whistler community. Our regional, cross-jurisdiction programming allows us to deliver invasive species management in Whistler, in the most cost-effective manner.

As a registered charity, the SSISC can leverage funding provided by the RMOW to apply for and secure other funding to support, augment and enhance the proposed provision of services, for the benefit of the Whistler community. Funding from the RMOW will help us to secure funding and agreements with federal and provincial governments, granting bodies, industry partners and private landholders. Budget from other funders will allow us to carry out more invasive species management within the Whistler municipality, on jurisdictions beyond municipal lands, which will increase efficacy on Whistler's municipal lands and allow us to deliver a coordinated approach.

IMPLICATIONS: if FFS funding was not available, how would your organization provide the services indicated above; what aspects of those services would be most significantly impacted? **Maximum 250 words.**

With a growing population and thriving tourism economy, the number of invasive species sites have increased significantly over the past decade. A changing climate means more habitats are susceptible to invasion, and with increased disturbance and more visitors, there is a heightened need to be pro-active, preventative and strategic with invasive species management in Whistler.

We were grateful to be included in the 2023 FFS program, and as a result, we have been able to significantly expand and improve our service delivery in Whistler. For us to maintain and continue this level of service, we would need a comparable amount of funding to be provided again in 2024.

If FFS funding was not available, it will be very difficult for the RMOW to prevent and minimize the spread of invasive species (adaptation goal #3.3 of the BMCAIP). Without FFS funds, the SSISC would need to reduce the scope of work, including reducing:

- the number of invasive plant sites we can survey, control and monitor
- staff time we can allocate to the provision of support to RMOW staff, specifically for bylaw implementation support, review of the RMOW's Invasive Species Management Plan, and prioritization of sites on municipal lands
- the development and implementation of invasive animals programs, and collaboration on funding applications

If FFS funding was not available, we would need to:

- request funding from the Environmental Stewardship Manager's discretionary budget, which we understand, is limited to current levels; and
- apply for significant, uncertain, grant funding to cover the shortfall.

KEY PERFORMANCE INDICATORS: if FFS funds are provided to your organization, what metrics will your organization track and report to highlight the outcomes or impacts of the FFS? **Maximum 250 words.**

of sites surveyed, treated, monitored in Whistler.
of public enquires addressed
municipal employees trained
of staff hours spent providing support and expertise to RMOW staff

4. **PLEASE APPEND:**

- 1) Current operating budget indicating all sources of revenue and expense.
- 2) Most recent Financial Statements.
- 3) Photos and narrative/captions that demonstrate the proposed services.
 - Please limit to a maximum of 8 photos + captions on a maximum of 2 pages.

5. **DOES YOUR ORGANIZATION HAVE ANY OUTSTANDING DEBTS TO THE RMOW?** ____ No ____

- If YES, please indicate the amount of the debt outstanding: \$ _____

APPLICATIONS WILL BE EVALUATED USING THE FOLLOWING WEIGHTING:

- 40% for the extent to which the proposed services are intrinsic to Whistler and consistent with the OCP.
- 20% for the extent to which the applicant is uniquely positioned to deliver the services.
- 20% for the implications if FFS funds were not provided.
- 10% for Key Performance Indicators.
- 10% for thoroughness, accuracy, clarity.

Please read the five GENERAL TERMS below and sign the Application only if you understand and accept the content of all five.

1. Any FFS funds provided will be used exclusively for the purpose(s) indicated in this Application.
2. This Application does not create a formal, legally binding relationship, and neither the Applicant nor the RMOW shall have the right to make any claims against the other with respect to this Application.
3. The RMOW will not take an active role in the operation of the applicant and will not accept responsibility for any liabilities resulting from the actions of the applicant.
4. These GENERAL TERMS are broadly applied to all FFS applicants and will be superseded by terms and conditions identified in a Service Agreement and/or a License to Occupy and/or an Operating Agreement between the RMOW and the applicant.
5. The RMOW may cancel or amend this Application process at any time without liability.

I agree to the terms above and confirm the statements made in this Application are true and complete.

Signature: _____



Name: Clare Greenberg

Organization: **Sea to Sky Invasive Species Council**

FUNDER CATEGORY	FUNDING SOURCE	2023 - PROJECTED REVENUES
Federal Gov't	ECO Canada	\$ 29,000.00
	UNA of Canada (STIP)	\$ 21,500.00
	ICTC WIL Digital	\$ 10,000.00
	DFO - Aquatic Invasive Species	\$ 25,000.00
	DFO - Salmon Enhancement Program Community Grant	\$ 3,500.00
	Canada Summer Jobs	\$ 10,401.50
Provincial Gov't	MOTI - education, outreach, QA, strategic planning & office activities	\$ 18,000.00
	MOTI - treatment, control, inventory, monitoring & IAPP reporting	\$ 39,500.00
	MoF - Coordination & Awareness	\$ 15,000.00
	MoF - Operational	\$ 60,000.00
	MoF / AECOM - Britannia FSR contract	\$ 16,000.00
	BC Parks	\$ 11,000.00
	BC Gaming Grant (for 2023, received in Jan 2023)	\$ 11,500.00
First Nations	Squamish Nation - Field Program	\$ 18,000.00
	T't'q'et First Nation, P egp Ig Iha & LRISS - Wild Parsnip Project	\$ 4,000.00
	Lil'wat Nation - Partnership with MOTI / MFLNRD	\$ 30,000.00
Local & Regional Gov't	Resort Municipality of Whistler - Partnership Program (Coordination, Consultation, Education & Outreach)	\$ 30,000.00
	Resort Municipality of Whistler - Field Program	\$ 40,000.00
	District of Squamish - Partnership Program (Coordination, Consultation, Education & Outreach)	\$ 6,000.00
	District of Squamish - Field Program (Capital Projects)	\$ 25,103.00
	District of Squamish - Field Program (Operational)	\$ 29,000.00
	District of Squamish - Field Program (Landfill Fence Project)	\$ 2,240.00
	District of Squamish - Field Program (Airport Project)	\$ 6,000.00
	Village of Lions Bay - Partnership Program (Coordination, Consultation, Education & Outreach)	\$ 1,750.00
	Village of Lions Bay - Field Program	\$ 15,500.00
	SLRD - Partnership Program (Coordination, Consultation, Education & Outreach)	\$ 36,817.62
	SLRD - Field Operations	\$ 16,441.76
Industry & Developers	Village of Pemberton - Partnership Program (Coordination, Consultation, Education & Outreach)	\$ 1,700.00
	BC Hydro (Field Operations)	\$ 10,000.00
	Innergex (Field Operations)	\$ 21,400.00
	FortisBC (Field Operations)	\$ 3,000.00
	La Farge - Coast Aggregates (Field Operations)	\$ 3,000.00
	Polygon Homes (Field Operations)	\$ 47,376.00
	Skookum Creek - Sea to Sky Energy Solutions (Field Operations)	\$ 6,000.00
Grants	Atlantic Power (Field Operations)	\$ 600.00
	Community Foundation of Whistler - Education, Outreach & Training	\$ 19,500.00
	Community Foundation of Whistler - Inventory & Control	\$ 20,000.00
	HCTF (Invasive Mussels)	\$ 2,809.00
	Whistler Blackcomb Foundation	\$ 3,139.00
	TDFEF	\$ 10,000.00
	Squamish Community Foundation	\$ 1,900.00
	BC Hydro Grassroots	\$ 1,000.00
Earned Revenue	Canada Post Community Foundation	\$ 2,000.00
	Certification Program	\$ 600.00
	Training Programs	\$ 500.00
	Outreach Activities (Fee for service)	\$ 1,135.00
	Private Landholder Program	\$ 8,500.00
	Equipment Rental	\$ -
Donations	Sale of goods	\$ 350.00
		\$ 3,800.00
		\$ 800.00
Reimbursements		\$ 1,780.00
Interest		\$ 702,142.88
TOTALS		\$ 702,142.88

EXPENSE CATEGORY	EXPENSE CATEGORY	2023 - PROJECTED EXPENDITURES
Admin	Accounting & Legal	\$ 6,500.00
	Insurance	\$ 2,800.00
	WorksafeBC	\$ 796.40
	Interest & Bank Charges	\$ 300.00
	Licences, Fees, Permits & Memberships	\$ 1,800.00
	Office Supplies	\$ 650.00
	Office Furniture, Equipment	\$ 3,000.00
	Office Space / Storage	\$ 1,400.00
	Postage, courier, mail box rental	\$ 350.00
	Phones and Data Plans	\$ 4,000.00
	Cell phone allowances for Outreach staff	\$ 550.00
	Internet	\$ 1,400.00
	Software	\$ 4,600.00
	Payroll & Time Tracking Subscriptions	\$ 3,800.00
	Technology	\$ 3,500.00
	Website	\$ 1,100.00
Staff Wages	16 positions	\$ 549,641.73
Contractors	Field Contractor	\$ 10,000.00
	Other contractors	\$ 6,000.00
Field Program Expenses	Truck Rental	\$ 41,469.75
	Truck Insurance	\$ 4,150.00
	Truck Fuel	\$ 9,000.00
	Maintenance of Field Trucks	\$ 1,000.00
	Field crew Mileage	\$ 3,000.00
	Field - Personal vehicles Insurance allowance	\$ 500.00
	Field Crew Phones	\$ 300.00
	Disposal	\$ 450.00
	Planting/Seeding	\$ 600.00
	Field Tools	\$ 6,000.00
	Field Supplies (General)	\$ 6,500.00
	Field Supplies (Mussels)	\$ 250.00
	Field Crew Training	\$ 2,000.00
Education & Outreach Program expenses	Outreach Supplies & Equipment (General)	\$ 6,000.00
	Green Crab Program Supplies & Expenses	\$ 1,905.00
	Green Crab Program - Mileage	\$ 680.00
	Outreach - Personal vehicles Insurance allowance	\$ 300.00
	Outreach Programs (General) - Mileage	\$ 3,500.00
Other	Honorariums & gifts / Staff Appreciation	\$ 1,500.00
	Board expenses	\$ 200.00
	Adverts & Promo	\$ 1,500.00
	Meetings	\$ 1,500.00
	Travel	\$ 3,650.00
	Mileage (CCA)	\$ 2,000.00
	Professional Dvlpmnt	\$ 2,000.00
Accounting	Amortization Expense	\$ -
	Cash Short/Over	\$ -
	Loan repayments	\$ -
TOTALS		\$ 702,142.88
NET		\$ -

Sea to Sky Invasive Species Council
Income Statement 01/01/2022 to 12/31/2022

REVENUE

Grant & Sponsorship Revenue		
Grants - Federal	45,694.00	
Grants - Provincial	129,250.00	
Grants - First Nations & Local Govt	200,124.57	
Grants - Other	39,500.00	
Total Grant Revenue		414,568.57
Industry		112,075.00
Donations		543.50
Certification Revenue		708.00
Private Landholder Revenue		7,600.00
Reimbursements		1,397.83
Seed Packet Revenue		122.00
Net Sales		<u>537,014.90</u>
Other Revenue		
Interest Revenue		0.64
Total Other Revenue		<u>0.64</u>
TOTAL REVENUE		<u>537,015.54</u>

EXPENSE

Payroll Expenses		
Wages & Salaries		390,259.51
EI Expense		8,193.78
CPP Expense		19,797.97
WCB Expense		960.14
Total Payroll Expense		<u>419,211.40</u>
General & Administrative Expenses		
Accounting & Legal		5,957.82
Advertising & Promotions		264.45
Honorariums & Gift		714.53
Board Expense		114.24
Contractors - Field	9,423.49	
Contractors - Other	2,440.75	
Total Contractors		<u>11,864.24</u>
Disposal		367.27
Green Crab Program Supplies & Exp		183.32
Courier & Postage		3.33
Field Supplies		5,244.18
Field Tools		3,812.82
Insurance		1,702.00
Insurance- perso veh ins allo Outre		244.00
Internet		682.04
Interest & Bank Charges		126.01
Licences, Fees & Permits		413.88
Meetings		334.29
Mileage-E&O,CCA		3,634.37
Mileage - Green Crab		719.88
Mileage - Field		1,690.26
Office Supplies		1,074.98
Office Furniture & Equip		4,626.89
Storage		1,435.00
Program Expenses - Outreach		1,515.30
Subscriptions		3,391.68
Training - Field Crew		1,442.21
Phones & Data Plans		3,589.61
Telephone - Field		308.00
Telephone - Outreach		480.00
Technology		2,590.00
Professional Development		1,564.31
Travel		1,756.73
Truck Insurance		5,465.00

Sea to Sky Invasive Species Council
Income Statement 01/01/2022 to 12/31/2022

Truck Lease	32,950.95
Truck Fuel	8,991.99
Truck Maintenance & Repair	198.97
Website	1,061.86
Software	3,347.03
Total General & Admin. Expenses	<u>113,863.44</u>
TOTAL EXPENSE	<u>533,074.84</u>
NET INCOME	<u><u>3,940.70</u></u>

Sea to Sky Invasive Species Council
Balance Sheet As at 12/31/2022

ASSET

Current Assets		
Blueshore Chequing	91,947.89	
Blueshore Gaming	6.94	
Blueshore Equity Shares	30.66	
Total Cash		91,985.49
Term Deposit 6	25,000.00	
Term Deposit 7	50,000.00	
Total Investments		75,000.00
Accounts Receivable	75,838.72	
Total Receivable		75,838.72
Prepaid Expenses		1,596.80
Total Current Assets		<u>244,421.01</u>
Capital Assets		
Office Furniture, Equipment & Tools	1,543.69	
Accum. Amort. -Furn, Equip & Tools	-1,543.69	
Net - Furniture, Equipment & Tools		0.00
Total Capital Assets		<u>0.00</u>
Other Non-Current Assets		
Computer Hardware	675.92	
Accum. Amort. - Computer Hardware	-675.92	
Net - Computer Hardware		0.00
Total Other Non-Current Assets		<u>0.00</u>
TOTAL ASSET		<u><u>244,421.01</u></u>

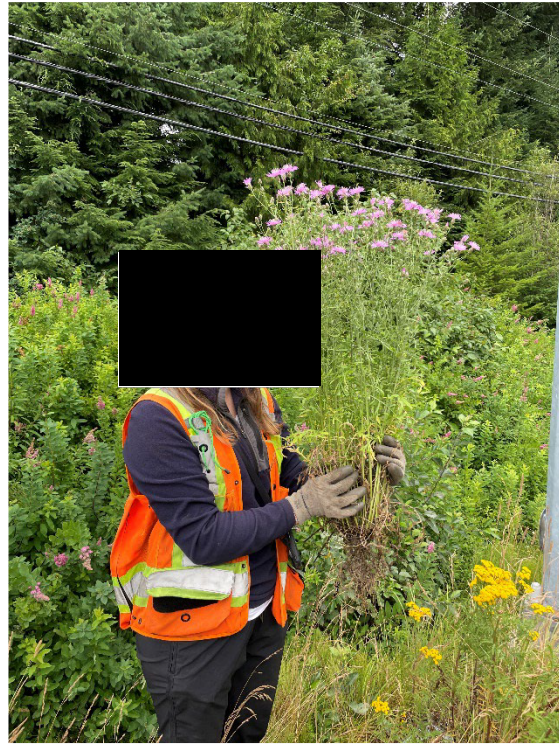
LIABILITY

Current Liabilities		
Accounts Payable		-4,428.69
Accrued Liabilities		1,200.00
Vacation Payable		1,597.60
Wages Payable		-361.68
WCB Payable		267.49
GST Paid on Purchases	-4,336.00	
GST Owing (Refund)		-4,336.00
Total Current liabilities		<u>-6,061.28</u>
TOTAL LIABILITY		<u>-6,061.28</u>

EQUITY

Reserves		
Revenue Reserves (contingency)		246,541.59
Total Reserves		<u>246,541.59</u>
Current Earnings		3,940.70
TOTAL EQUITY		<u>250,482.29</u>
LIABILITIES AND EQUITY		<u><u>244,421.01</u></u>

SSISC: Photos and captions to demonstrate the proposed services



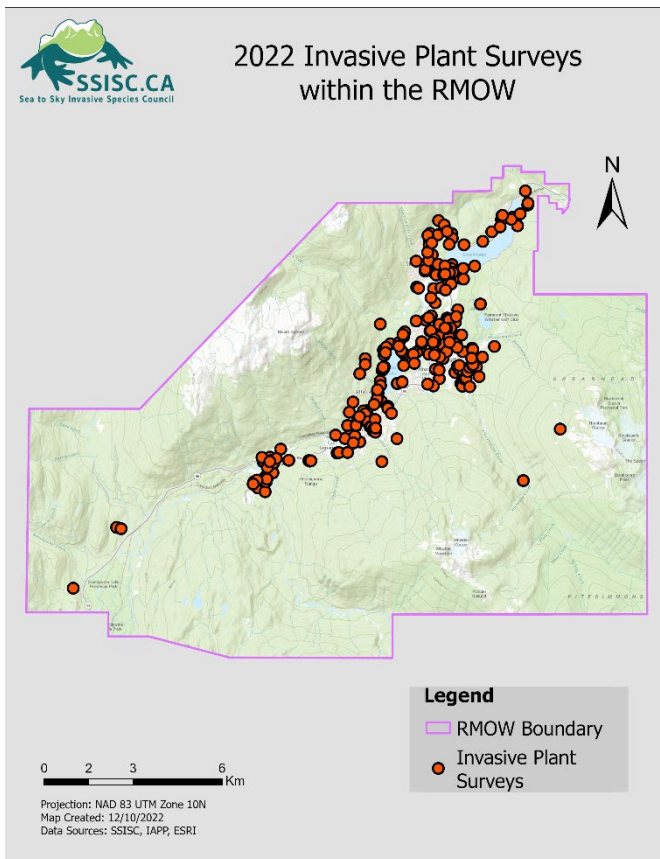
Above Left: SSISC field crews removing Yellow Flag Iris from the Montebello bioswale

Above Right: SSISC field crew member, [REDACTED] removing Spotted Knapweed.

Below left: Map of Invasive Plant surveys completed by SSISC during 2022.

Below Right (upper): SSISC staffer [REDACTED] taking a water sample at Alta Lake to monitor for invasive mussels

Below right (lower): Knotweed in White Gold, which was treated by the SSISC crew in 2022.



PULLING BURDOCK?

Don't leave it behind!

If you want to help control Burdock near you, **follow these simple steps:**

Dig up the taproot

- Cutting the foliage down is not enough
- A spade (shovel) or mattock is very helpful

Do not leave the plants on site

- Burdock has allelopathic effects: chemicals in its leaves prevent other plants from sprouting

Bag the plants and place in the garbage

- DO NOT compost Burdock!

ssisc.ca/burdock





SCAN ME

WHISTLER'S USUAL SUSPECTS

Have you seen this invasive plant?



YELLOW LAMIAM

Lamium galeobdolon



Wanted for:

- Outcompeting native species by blocking sunlight
- Reducing food availability for livestock and wildlife
- Reducing native vegetation diversity

Last seen:

- Shady areas with moist soil such as ravines, forests, and parks.
- As an ornamental plant, often sold in stores.
- Dumped in natural spaces as garden waste.

THEY are the problem - YOU are the solution!
Learn how to help: ssisc.ca/whistlers-suspects

Above: Examples of digital and print content created by SSISC staff to raise awareness about invasive plants in Whistler, and how people can help to reduce the spread.

Below (left): One of our young Banish Burdock volunteers removing invasive Burdock plants in Cheakamus.

Below (right): new aquatic invasive species signage obtained by SSISC and installed at Green Lake.

