



SSISC Annual Program Plan - 2019

This document is the SSISC's Annual Workplan for 2019 that falls under SSISC's 2015-2020 Regional Strategy and Operational Plan. The programs listed below aim to achieve the goals outlined in the SSISC Regional Strategy, and align with the pillars outlined in the [Invasive Species Strategy of BC 2017-2022](#) as follows.

		SSISC Program Area 1: Coordination, Consultation & Administration	SSISC Program Area 2: Education & Outreach	SSISC Program Area 3: Inventory, Control & Monitoring
SSISC 2015-2020 Regional Strategy Goals	Raise awareness (focussed on behaviour change) about invasive species, their impacts, and management strategies.	Y	Y	
	Facilitate the flow of external information and provide a source of expertise on invasive species	Y	Y	
	Improve stakeholder communication, collaboration, coordination, and information sharing	Y	Y	
	Prevent new invasive species from arriving and follow integrated management and early detection and rapid response (EDRR) protocol to prevent their establishment if and when they do arrive.	Y	Y	Y
	Minimize or reverse the spread of existing invasive species through coordinated, integrated invasive species management efforts.	Y		Y
	Ensure program sustainability	Y		Y
Pillars of the BC Invasive Species Strategy 2014-2022	Establish and Enforce Effective Regulatory Tools	Y		
	Strengthen Collaboration	Y	Y	Y
	Prevent Introduction and Spread	Y	Y	Y
	Implement Effective Control, Restoration, and Monitoring Programs	Y		Y
	Support and Extend Relevant and Applicable Research	Y		Y

Program Area 1: Coordination, Consultation & Administration

Projects / Tasks:

1. Strategy & Planning

- a. Regional Strategy
 - i. Continue to Implement 5 yr Strategic Plan
 - ii. Continue to Implement 5 yr Operations Plan
 - iii. Carry out 'Pulse check' of the 5 yr plans (board exercise)
- b. General Program Development
- c. Workplanning
- d. Species & Site Prioritisation
 - i. Invasive Plants - continue to review and revise as needed
 - ii. Invasive Animals – develop draft list and management categories
- e. Analyze and communicate program results and efficacy
 - i. Mapping, data analysis, mapping change
 - ii. SSISC Annual Reporting

2. Host Annual General Meeting & Land Manager/Partner Planning Session

3. Fundraising

- a. Review and Update SSISC's Fundraising Strategy
- b. Seek new funding partnerships, including:
 - i. Vail Resorts (Whistler Blackcomb)
 - ii. Sea to Sky Gondola
 - iii. Independent Power Projects (Innergex, Brandywine Creek Hydro)
 - iv. Real Estate Association of Whistler
 - v. BCWF
 - vi. Taicheng Development Corp.
 - vii. Fine Peace Development Corp.
- c. Apply for diverse funding:
 - i. Refer to 'Database of Potential Funding Sources'
 - ii. Consider applying to funders that are focused on species at risk, wildfire recovery and/or climate change.

4. Partnership Building

- a. Actively target and invite a broad range of stakeholders to collaborate on common goals, e.g.:
 - i. Wildfire Recovery specialists
 - ii. SkyPilot UAV & Quest University
- b. Build new, and maintain existing partnerships
 - i. Attend stakeholder hosted meetings
 - ii. Submit proposals to existing funders for expanded programs
- c. Networks:
 - i. Become a member of IVMA of BC
 - ii. Become a member of the Society of Ecological Restoration

5. Continue to build partnerships with First Nations

- a. Connect with N'Quatqua First Nation about potential boat wash station at Anderson Lake

- b. Train N'Quatqua First Nation members to check mussel substrate monitors
- c. Talk to Lil'wat Nation members about collaborating on invasive mussel field program (for Lillooet Lake) and prevention/education programs
- d. Provide detailed information about invasive species on Lil'wat Nation reserves

6. Collaborate with other organisations

- a. RISO
 - i. Attend Monthly calls & Summer Tour
 - ii. Share Annual Program Plans
 - iii. Collaborate on programs and initiatives including:
 - 1. 'People opposed to Herbicide' Internal Response document
 - 2. Invasive-free Certification Program
- b. ISCBC and IMISWG
 - i. Share Annual Program Plans
 - ii. Participate in Joint Strategic Meetings with ISCBC and other RISOs
 - iii. Negotiate Affiliate Agreement with ISCBC
 - iv. Participate in Soils Working Group
 - v. Partner on Changing behaviour programs and other provincial level initiatives
- c. Canadian Council on Invasive Species
- d. Whistler Non-Profit Network
- e. Metro Vancouver RPAC-ISS
- f. Other local Environmental NGOs / Sea to Sky Environmental Non-Profit Network
 - i. Continue to collaborate with AWARE, Stewardship Pemberton, Whistler Museum, Whistler Naturalists, Squamish River Watershed Society, Squamish Environment Society, South Coast Conservation Program.
 - ii. Seek to build stronger partnerships with Squamish Streamkeepers, Squamish CAN, Squamish Naturalists, Friends of Howe Sound Society, and others.

7. Communicate with Federal and Provincial Government

- a. Submit input to Standing Committee on Finance in Sept 2019
- b. Maintain communication with MLA Sturdy and improve communication with MP Goldsmith-Jones

8. Support local Government

- a. Provide support to local govt. for bylaw development
- b. Review and improve species specific Landholder letters (seek bylaw input)
- c. Deliver educational letters to private landholders about local government invasive species related bylaws
- d. Refer sites to local government bylaw officers, when non-compliance is observed
- e. Develop an internal policy re: when to refer a site to bylaw

9. Information Flow

- a. Stay current on latest research and information
 - i. Professional Development, Learning & Staff training
- b. Participate in workshops, conferences, webinars and other discussions
- c. Support, contribute to, and communicate with current research efforts
- d. Maintain communication and feedback from external partners/trained persons back to the council and its members

10. Manage Sightings database

- a. Receive reports
- b. Enter confirmed sightings into provincial databases
- c. Make maps/geodatabase available to partners
- d. Verify RAW sightings

11. Provide Source of Expertise

- a. Provide advice to stakeholders
- b. Participate in provincial level conversations and workshops about relevant topics (e.g. knotweed; development of new mapping system 'SEISM')
- c. Provide input and feedback on ISCBC and provincial government initiatives
- d. Develop and offer workshops and training for specific topics and audiences

12. Disposal

- a. Update and publish Disposal recommendations for the District of Squamish
- b. Work with the SLRD to create appropriate disposal options for residents of Area C, and write disposal recommendations document.
- c. Request an invasive species bin to be provided at Nesters depot.
- d. Print and distribute 'invasive plants – do not compost' stickers

13. Governance

- a. Staff communication with Board of Directors & Advisors
- b. Quarterly Board Meetings
- c. Develop Policy Framework, and draft new policies including:
 - A policy on working with developers, and providing consulting services
 - mandatory pre-payment for private land treatments
 - charge-out rates
- d. Recruit new Board Members
- e. Build Board Handbook

14. HR

- a. Employ Outreach Team:
 - i. Outreach Coordinator (year round, existing position, currently filled)
 - ii. Hire 2 Outreach Assistants (students, seasonal)
- b. Employ Field Team:
 - i. Field Program Manager for year-round position (FT March-Dec, PT Jan/Feb, existing position, currently filled)
 - ii. Re-hire Field technician (seasonal)
 - iii. Hire 3 Field Crew Lead Hands (seasonal)
 - iv. Hire 4 Field Crew Members (students, seasonal)
 - v. Hire CFOW intern
 - vi. Hire Field Contractor (ensure contract wording satisfies Provincial standards)
- c. Build Staff Handbook (include all HR policies)
- d. Hire contractor to help with Policy Framework
- e. Consider setting up benefits and retirement plan for year-round staff
- f. Carry out staff exit interviews at end of seasonal contracts
- g. Volunteers
 - i. Maintain a list of volunteers and their skillsets, interests and availability

- ii. Create a list of possible volunteer tasks and activities
- iii. Provide opportunities to volunteers, upon request

15. Safety

- o Review and update safety plan, including a policy on working in smoky conditions

16. Finances & Payroll

- a. Consider investing reserve funds in GICs or other investment
- b. Apply for Business Mastercard

17. Administration

- a. Purchase Professional liability insurance
- b. Convert Dropbox accounts to Dropbox Business
- c. Consider buying the paid version of Asana

Funders:

- Local Governments (Local Government Partnership Program Fees support Program Areas 1&2):
 - o SLRD
 - o RMOW
 - o DOS
 - o VOP
 - o Lions Bay
- Community Foundation of Whistler
- MFLNRORD
- MOTI
- HCTF
- ECO Canada
- Revenue from Fee-for-service programs
- Donations

Program Area 2: Education & Outreach

Projects / Tasks:

1. 'Invasive-free' Industry Certification Program for Horticulture, Landscaping and Earthmoving Companies

- a. Host training workshops for Landscaping, Horticulture and Earthmoving companies
- b. Revise and improve workshop content
- c. Share successes and challenges with other RISOs delivering this program in BC
- d. Train SRWS volunteers and staff

2. 'Yellow Flag Iris Patrol' education program for eco-tourism providers

- a. Re-brand this program to be broader: 'Aquatic Invasives 101 for eco-tourism providers'
- b. Incorporate Purple Loosestrife and other aquatic invasive species (plants and animals), into training materials

- c. Invite companies to participate in training – broaden reach to facebook groups and First Nations
- d. Focus on expanding the program to Squamish and D’Arcy
- e. Provide incentives for program participants to report sightings

3. Training Programs/Workshops:

- a. Provide tailored training workshops to:
 - i. Municipal staff
 - ii. Highway maintenance staff
 - iii. Landfill & Transfer Station staff
 - iv. Herbicide application workshop (upon request)
 - v. First Nations communities
 - 1. N’Quatqua
 - 2. Lil’wat
 - 3. Squamish
- b. BC Parks Operators – connect with Sea to Sky Parks Services Ltd to discuss the possibility of delivering ISCBC/NWIPC pilot program in the Sea to Sky region.
- c. Invite local Forestry companies to complete ISCBC online training
- d. Invite local Real Estate Professionals to complete ISCBC webinar

4. Develop and deliver content for educators:

- a. Continue to develop and distribute invasive species lesson plans, teaching resources and activities for:
 - i. School Teachers
 - ii. After school programs
 - iii. Nature Camps
- b. Offer and deliver classroom visits to schools in the region
- c. Create educational resources page on ssisc.ca
- d. Continue to work with other non-profit organisations in the region to incorporate invasive species content in programming: e.g. AWARE, Stewardship Pemberton, Whistler Museum, Whistler Naturalists, Squamish River Watershed Society.
- e. Continue to garner interest and uptake for Pro-D ‘train the teacher’ sessions in school district 48.

5. Community Weed Pulls

- a. Host 4 Community weed pulls in Squamish, Whistler, Pemberton & Lions Bay (1 day events)
 - i. Provide training, equipment and refreshments to participants
 - ii. Partner with AWARE to include Community weed pulls in the Conference volunteer program
 - iii. Offer weed pulls as volunteer opportunities for Girl Guides, Scouts and school groups
- b. Host Whistler Adopt-a-trail (season long burdock weed pull):
 - i. Map Burdock locations – improve the way these are mapped (i.e. work with Field Team to create specific weed pull mapping layers in ArcGIS Online)
 - ii. Call to Action – ask people to adopt a section of valley trail, park, or other burdock infested area, and they volunteer to remove burdock at the site for the season.
 - iii. Update webpage with info/maps/signup form
- c. Possible partners: AWARE Conference Program; Squamish Environment Society; Squamish River Watershed Society; Girl Guides & Scouts; High Schools; Lower Mainland Green Team

6. Citizen Science:

- a. Partner with Squamish River Watershed Society on potential citizen science monitoring project for Green Crab

7. Signage

- a. Continue to install and maintain Do Not Mow signage along Highway 99 to alert roadside mowers of knotweed locations
- b. Print and Install temporary Interpretive Signage at highly visible knotweed treatment sites (second set of sites)
- c. Design, print and install Interpretive signage for other species (e.g. Himalayan Balsam, 'please hand pull' sign at Beaver Dam, Green Crab signage at Porteau Cove for divers)
- d. Order 'Invasive Plant Removal in progress' signs and stands
- e. Toxic Plants signage – work with VOLB and DOS staff to print and install signs for Giant Hogweed and Spurge Laurel in Lions Bay and Squamish. Create webpage(s) about locations where signs are installed.

8. Information Booths at events

- a. Host a booth at Outreach events including: Bioblitz, Rivers Day, Squamish & Pemberton Farmer's Markets, Brackendale Fall Fair.

9. Edible Invasives Event

- a. Host edible invasives event (in partnership with AWARE)

10. Plantwise Industry Program

- a. Check in with Garden Centres – survey plants on shelves
- b. Work with ISCBC to deliver the Plantwise message to centralized purchasing departments of big box stores
- c. Seek commitments from plant sellers to phase out the sale of invasives
- d. Assemble 'Bear-smart' Plantwise brochures
- e. Work with ISCBC to update Grow Me Instead resources
- f. Distribute Grow Me Instead resources & Promote the Plantwise app
- g. Provide Plantwise resources to Seed libraries, seed swaps and 'Seedy Saturday' events.
- h. Strengthen relationship with local gardening groups
- i. Connect with local governments to discuss the feasibility of requiring plant sellers, through municipal business licensing, to label/affix signs to any invasive plants they have for sale (as an alternative to banning the sale of invasives)

11. Clean Drain Dry

- a. Deliver Clean Drain Dry message to water based recreation users:
 - i. Outreach at Boat Launches:
 - 1. Boater surveys
 - 2. Request Conservation Officer Service Trailer visit
 - ii. Signage at Boat Launches
 - 1. Whistler (Green Lake) – continue to work with RMOW on signage design and installation
 - iii. Targeted outreach to recreation companies who use boats
- b. SSISC crews to disinfect gear when moving between waterbodies
- c. Outreach to professionals (e.g. environmental consultants) who move equipment/waders between waterbodies

- i. Consider providing/selling properly labelled spray bottles of Virkon Aquatic to participants
- d. Press release to communicate boat inspection statistics, e.g. how many mussel-fouled boats are headed for the region.

12. Play Clean Go

- a. Continue to work with mountain biking groups (WORCA / SORCA / PORCA):
 - i. provide outreach content for newsletters and social media
 - ii. attend events
 - iii. Work on trailhead signage projects
- b. Continue to work with local government:
 - i. provide outreach content for newsletters and social media
 - ii. on trailhead signage projects
- c. Meet with Whistler Blackcomb and Sea To Sky Gondola about installation of signage, boot brush and bike wash stations
- d. Seek funding for, design, order and install another 3 boot brush stations in BC Parks (e.g. Joffre Lakes, Shannon Falls, Stawamus Chief)
- e. Increase collaboration with:
 - i. Squamish Dirt Biking Association
 - ii. Trail running community
 - iii. Bike shops
 - iv. Eco-tourism providers (e.g. ATV tours)
 - v. Dog walking groups / companies
 - vi. Hiking groups / clubs / seniors walking groups
- f. Create new PCG resources:
 - i. Dirt biking specific poster
 - ii. Trail running poster

13. Don't Let it Loose

- a. Deliver Don't Let it Loose message to the community:
 - i. Write press releases, social media posts & media articles about Goldfish, bullfrogs, Red-eared slider turtles
 - ii. Outreach to schools
 - iii. Outreach to pet stores in region

14. Knot On My Property

- a. Continue to promote & distribute resources
- b. Update and re-print KOMP business cards

15. Alienbusters

- a. Continue to promote & distribute resources

16. Worst Weeds

- a. Continue to promote & distribute Pemberton and Whistler Worst Weeds resources
- b. Develop Squamish Worst Weeds program:
 - i. Request input on species list and resources from partners (e.g. SRWS, DOS, Squamish Nation, SES)
 - ii. create 5 species posters and factsheets
 - iii. create and deliver social media & news media campaign

- iv. print factsheets and posters
- c. Create summary resource (rack card or wallet card) for each set of 5 species for Pemberton, Whistler & Squamish

17. I Spy In the Sea to Sky – Flowering times calendar

- a. Publish and promote digital and printed calendar

18. DigSmart

- a. Seek input on draft Digsmart posters and rack cards for earth movers
- b. Work with MFLNRORD Squamish, local governments and partners to distribute educational resources
- c. Incorporate resources into Certification Program
- d. Encourage earthmoving companies and landscape supply companies to participate in Certification Program.

19. Purchase/Print Outreach Resources:

- a. Grow Me Instead, Don't Let it Loose, Play Clean Go, Clean Drain Dry printed resources
- b. Caribiners
- c. SSISC factsheets
- d. SSISC Toxic Plants brochures
- e. ISCBC and IMISWG factsheets

20. Purchase Outreach/Display Equipment

- a. Projector Screen

21. Resource Development

- a. Update and improve SSISC's 2012 Guide to Identification & Management
- b. Frogwatch Wallet card for Bullfrog sightings
- c. Herbarium of common invasive plants
- d. Herbicide and Bees Info Sheet
- e. SSISC species fact sheets
- f. Species Comparison sheets for invasive with native/horticultural look-alikes (e.g. Butterfly bush, Himalayan balsam)
- g. Update and publish disposal recommendations document for DOS
- h. Draft and seek input on disposal recommendations for SLRD, VOLB
- i. Continue to work on region-specific Knotweed BMPs (consider adapting Metro Vancouver BMP)
- j. How To Videos
- k. Sandwich boards for outreach booths

22. Website

- a. Continually update blog/news/events/resources section
- b. Continue to add species profiles

23. Social Media

- a. Prepare and implement a social media strategy for 2019 using Facebook, Instagram and Twitter, including:
 - i. Invasive Species Month (Call to action; Weekly theme posts)
 - ii. I Spy in the Sea to Sky posts
 - iii. EDRR series
- b. Provide social media content to partners to post through their own accounts
- c. Build a tag, hashtag, and partner handle database

24. News Media

- a. Press releases
- b. Naturespeak article
- c. Letters to the Editor

25. Newsletter

- a. Communicate news and information to membership via quarterly newsletter
- b. Provide content to partners for inclusion in their newsletters (e.g. Whistler Today)

26. Provide advice and information to private landholders and stakeholders

Funders:

- Community Foundation Of Whistler
- Local Governments (Local Government Partnership Program Fees support Program Areas 1&2):
 - SLRD
 - RMOW
 - DOS
 - VOP
 - Lions Bay
- MFLNRORD
- MOTI
- Gaming Grant
- Canada Summer Jobs
- ECO Canada
- Revenue from Training Programs
- Revenue from fee-for-service Field Program (e.g. private landholders)
- Other grants (TBD)
 - Vancouver Foundation
 - Squamish Foundation

Program Area 3: Inventory, Control & Monitoring

Projects / Tasks:

1. Invasive Plants:

a. Early Detection Rapid Response (EDRR) for regional high priority species:

- i. Respond rapidly to reports of new species, or new locations of high priority species (i.e. plants on SSISC's 'Prevent' or 'Eradicate' list for a given area), regardless of jurisdiction
- ii. Map new locations of high priority invasive species
- iii. Carry out targeted control at new sites using the Integrated Pest Management approach, and following the Pest Management Plan for the South Coast, and SSISC's Strategic and Operational Plans.
- iv. Record all data using SSISC's internal GIS system and iPads, and upload data to the provincial IAPP mapping application
- v. Monitor sites for re-growth in late summer and re-treat as necessary
- vi. Conduct a letter-drop campaign to notify landowners who have high priority species
- vii. Provide follow-up alerts to bylaw staff of partner local governments when inaction is observed
- viii. Provide support to MFLNRORD staff for provincial EDRR species in the region (e.g. Flowering Rush)

b. Strategic Inventory, Control & Monitoring for more established species:

- i. Monitor previously treated sites, and re-treat where required
- ii. Identify high priority 'Contain' and 'Strategic Control' species and sites for each sub-region
- iii. Maintain containment lines for 'Contain' species
- iv. Carry out surveys, manual and/or chemical treatments (with herbicide rotation) of these species at strategic locations throughout the corridor.
- v. Carry out inventory of invasive plant species at selected sites (e.g. aquatic plants surveys in lakes; terrestrial plant surveys at FSR sites, gravel pits, Squamish Nation reserves, SLRD maintained trails, independent power project sites)
- vi. Monitor treatment sites for re-growth in late summer/fall and re-treat as necessary
- vii. Record all data using SSISC's internal GIS system and iPads, and upload data to the provincial IAPP mapping application

c. Private lands Fee-for-service Program:

- i. Respond to requests for quotes for new sites/clients
- ii. Provide invasive species inventory, control and monitoring services for private landholders
- iii. Promote the fee-for-service program, seek new clients

d. Biocontrol:

- i. Monitor for biocontrol agents at sites across the region
- ii. Request Purple Loosestrife biocontrol agents from OASISS, and release them at the Squamish River west bank PL site in 2019.
- iii. Identify other potential release sites for 2019

- iv. Record all data using SSISC's internal GIS system and iPads, and upload data to the provincial IAPP mapping application
 - e. Soil Monitoring:**
 - i. Monitor sites in Whistler and Squamish where knotweed infested soil has been deposited
 - ii. Treat new growth where required
 - iii. Monitor sites (e.g. construction/development sites) where new soil or fill has been brought in and deposited. Map any high priority species and treat where possible.
 - iv. Communication and Collaboration with local and regional governments and the BC Invasive Species & Soils Working Group
 - f. Site Restoration:**
 - i. Order seed mixes, and native plants
 - ii. Plant native plants and spread seed mixes at selected sites in the region to help suppress the re-emergence of invasive plants, post treatment.
 - g. Applied Trials & Efficacy Database:**
 - i. Continue to carry out applied trials for 'knock and spray' knotweed treatment method
 - ii. Build efficacy database
 - iii. Perform analysis on efficacy data
 - iv. Report on successes and methods that are working well
 - h. Mapping:**
 - i. Continue to improve cloud-based digital field data collection system
 - ii. Carry out data quality control for the Sea to Sky region in IAPP (archive old sites, correct errors in old data)
 - iii. Source and analyse reference data layers for field program planning (e.g. Species at risk locations)
 - iv. Share site-scale data (plant points/lines and polygons) with partners
 - v. Spatial analysis using site scale data
 - vi. Submit requests for species to be added to IAPP
 - vii. Work with local government partners to ensure spatial data (detailed invasive species locations) and species information are shared with relevant staff (mowers, environmental staff, planners etc.).
 - viii. Create updated, regional invasive plant sightings maps (by species) for all high priority species
 - ix. Prepare maps for Annual Partner Planning Session
 - x. Prepare containment line maps for selected species
- 2. Invasive Animals:**
- a. Mapping, Status and Strategy Development:**
 - i. Collate up to date invasive animal distribution records (from database sources including MOE, E-fauna, BC Conservation Data Centre, Wildlife Species Inventory, Whistler Biodiversity Project etc.) and make regional maps to better understand invasive animal distribution in the region.
 - ii. Develop and seek input on an SSISC Invasive Animals Priority list, and management categories (similar to what we have for plants).
 - b. Invasive Mussels:**

- i. Communicate and collaborate with MOE and other partners participating in the BC Mussel Defence program.
- ii. Purchase 2 veliger sampling nets (to replace damaged equipment from 2018).
- iii. Collect water and plankton samples from 10 lakes in the region and have them analyzed for invasive mussel veligers.
- iv. Install and monitor 16 substrate monitors at 7 lakes in the region.
- v. Build additional substrate monitors and provide to citizen scientists for installation on private docks in the region.
- vi. Communicate results to stakeholders.
- vii. Record all data using SSISC's internal GIS system and iPads.

c. Invasive Fish (Goldfish):

- i. Work with the Pinecrest Lake Stewardship Society to develop a management plan and apply for funding for goldfish control in Pinecrest Lake.
- ii. Partner with RMOW to carry out electrofishing control of Goldfish in Millar's Pond (Bayshores). Monitor for goldfish, post-control and plan for follow up removals.
- iii. Record all data using SSISC's internal GIS system and iPads.

3. Coordination of the Field Program

a. Purchase/Hire & Maintenance of Equipment & Supplies:

- i. Purchase landscaping trailer
- ii. Lease 3 trucks
- iii. Perform maintenance on backpacks and stem injection equipment to ensure they are in good working order
- iv. Maintain an inventory of field equipment and supplies
- v. Purchase new backpack sprayers
- vi. Purchase herbicides
- vii. Purchase tools and supplies (e.g. loppers, smaller size waders)

b. Coordination

- i. Planning & Staff Communication
- ii. Schedule crews and contractor using ArcGIS online schedule spatial layer
- iii. Time-tracking using Harvest
- iv. Invoicing
- v. Secure Licences & Permits
- vi. Train new staff:
 - 1. Provide course materials and book exams for Pesticide Applicator Certificates (for mid-season)
 - 2. Get new staff to complete Assistant Applicator training in first week
- vii. Improve and update staff training materials:
 - 1. Species Binders
 - 2. Herbarium
 - 3. How To Documents

c. Communication with Field Program Partners & Landowners

- i. Provide notifications to partners and landowners, as required
- ii. Develop information sheet for residents/private land treatment clients (e.g. what to expect, what not to do etc.)

- iii. Update private lands permission forms and email templates
- iv. Develop detailed, informative memos for treatments on First Nations reserves (e.g. Wild Parsnip memo for Lil'wat Nation)
- v. Work with SLRD to deliver a community information session to the Britannia Beach Community Association

d. Mapping & Reporting

- i. Prepare maps and data summaries for funders
- ii. Complete written funder/partner reports

Funders (fee for service, grants and agreements):

- MFLNRORD
 - MOTI
 - HCTF
 - DOS (Env., Capital Projects, Operations)
 - SLRD
 - Squamish Nation
 - Innergex
 - Community Foundation Of Whistler
 - RMOW
 - Village of Lions Bay
 - BC Hydro
 - BC Parks
 - Fortis BC
 - Skookum Creek Power Project
 - Canada Summer Jobs
 - ECO Canada
 - UNAC
 - Private landholders
 - Developers
 - Vail Resorts (requested)
 - American Friends of Whistler (requested)
-