

GRANT APPLICATION

(PLEASE PRINT)

Name of Organization	Westholme School Society
Address of Organization	2558 Mt. Sicker Road, Westholme BC
Full Mailing Address	P.O. Box 76, Westholme, BC V0R 3C0
Telephone Number & Email	250-246-4796, westholmeschoolsociety@gmail.com
Contact Person/Title	Dale Jensen, President [REDACTED] FIPPA s. 22(1)

Primary purpose of organization: Preservation of historic school (100 years) & community meeting place

Category under which greatest portion of services fall:

Social Service Sports Cultural Economic Development Other Community service

Services available to all members of community: Yes No

If no, please list criteria for receiving your service:

Total Number of people that used your service last year: Approximately 100

Approximate number of your clients that reside in North Cowichan: Approx. 85% / rest in Duncan

(Please note that North Cowichan includes the communities of Chemainus, Crofton, Maple Bay, and the Duncan area north of the Cowichan River, and outside the one square mile Duncan core.)

Amount of grant requested: \$21,000

Describe how the grant will be used: *(e.g. special projects, operations, maintenance, etc.)*

Please refer to the letter attached, the financial statements, and copies of quotes for a water filtration system, etc. As before, we request \$5,000 for ongoing maintenance of the old school building and the adjacent school annex. We request an additional \$16,000 to contract the installation of a water filtration system. We will also begin planning (with relevant costs) and obtain approvals, to install at least one functioning washroom in the heritage school building itself. The Society will contribute and obtain donations, and some funds have been accumulated for several years in anticipation of this step. The washroom(s) will be a lengthy process as various approvals are needed and building plans must be drawn up, with associated costs, before construction.

In order to be considered for a Municipal grant, please ensure that you enclose the following: the most recent financial statement, and the proposed operating budget.

Other Information: Have you obtained a previous grant from the Municipality? Yes No
Or have you applied to another local government for funding? Yes No

If yes, please list:

Applicant's signature: [REDACTED]

FIPPA s. 22(1)

Date: Oct 15, 2023

In order to be eligible for consideration for a 2024 grant-in-aid, this application and all requested supporting materials must be received no later than October 15th, 2023.

Please submit in person at 7030 Trans Canada Hwy or email to finance@northcowichan.ca

Print Form

Note: Personal information is collected by the Municipality of North Cowichan under the authority of section 26(c) of the Freedom of Information and Protection of Privacy Act for the purpose of processing and administering grant-in-aid applications. Should you have any questions about the collection of this personal information, please contact the Deputy Director of Corporate Services, (250) 746-3100; 7030 Trans-Canada Highway, Duncan, BC V9L 6A1.



WESTHOLME SCHOOL SOCIETY

PO Box 76, 2558 Mt. Sicker Road
Westholme B.C. V0R 3C0

Bus. No. 86595 0018

B.C. Society S0043580

October 15, 2023

Municipality of North Cowichan
7030 Trans-Canada Highway
Duncan B.C. V9L 6A1

Re. Grant Application

Dear Council Members:

Attached please find a Grant Application for Westholme School Society. Our heritage designated school is 100 years old this year! The Municipality of North Cowichan has kindly contributed numerous grants of \$5000 per annum in the past, for which we are very grateful. Also, thousands of hours of volunteer labour and donations of money have ensured the improvement of the two school buildings. For example, last year, the old school was painted in heritage colours and now looks very stylish. However, the inside remains unfinished. The public cannot use the old school except for brief tours (upon request) and, in the annex building, the water system and washrooms are substandard. So, while we are proud of the work we have done over 22 years, we still cannot fully utilize the facilities.

The Society will continue making improvements and keep the grounds tidy and safe, but most urgently the premises have to become fully usable for public events and fundraisers. This will best ensure community use and preserve the heritage building. To get to the next stage, the water filtration system and washroom facilities must meet health standards. There are no washrooms in the old school (at all) and the annex has toilets that are inadequate for any but small events. Over a year ago we were advised by the Vancouver Island Health Authority that the water purification system must be replaced.

Our donors continue their generous financial support and volunteer efforts, but they cannot fund all of the required renovations to modern standards. We request a greater contribution from the Municipality of North Cowichan, in addition to the \$5,000 per annum grant for maintenance which you have allowed us in the past. We ask that you consider a more substantial grant totaling \$21,000 in 2023-2024, to include the water filtration system and to begin architect planning for at least one washroom in the old school. Thank you for your review of our application.

Sincerely,

FIPPA s. 22(1)

Dale Jensen, President, Westholme School Society

WESTHOLME SCHOOL SOCIETY

Statement of Financial Position

as at Year End, August 31, 2023

Assets

Cash/Chequing, Island Savings Credit Union
Cash/Savings and Shares, Island Savings Credit Union

Add:

Prepaid Insurance, Directors Liability*
Prepaid Insurance, General Liability*

Total Assets

Liabilities

Accounts Payable

Net Assets

Total Liabilities and Net Assets

Change in Financial Position

Assets, 2022 carried forward
Deficit, 2023, per Statement of Operations (next page)

Net

	Current Year, 2023	Previous Year, 2022
Cash/Chequing, Island Savings Credit Union	21,837	28,328
Cash/Savings and Shares, Island Savings Credit Union	116	114
	21,953	28,442
Add:		
Prepaid Insurance, Directors Liability*	540	0
Prepaid Insurance, General Liability*	1,110	0
Total Assets	23,603	28,442
Liabilities		
Accounts Payable	Nil	Nil
Net Assets	23,603	28,442
Total Liabilities and Net Assets	23,603	28,442
Change in Financial Position		
Assets, 2022 carried forward	28,442	
Deficit, 2023, per Statement of Operations (next page)	(4,839)	
Net	23,603	

*Note: Insurance is adjusted re. 2024 prepaid portion.

WESTHOLME SCHOOL SOCIETY
Statement of Operations, August 31, 2023

Revenues

Donations (Unrestricted) 4,000
 Facility Rental (Camping, Grounds) 1,000
 Other 500
 Memberships 320

Total

Grants (total 2023 request: \$21,000)

Municipality of North Cowichan, re. Maintenance, as prior years 5,000
 Municipality of North Cowichan, re. Water Purification 16,000

Total Revenue

Expenditures

ADT Security 600
 Fundraising, Advertising 200
 Insurance (Buildings, Directors' Liability)* 2,600
 Repairs, Major (2022 Painting of Old School Exterior) 11,519
 Repairs, Proposed (2023-24 Water Purification Installation)** 16,000
 Repairs and Maintenance (Routine) 5,000
 Renovation - Toilet Installation in Old School (Estimate)*** 20,000
 Utilities (Hydro, Telephone/Internet) 2,000
 Water & Septic Testing (UV filters, submitting samples) 700

Total Expenditures

Excess (Deficit) Revenues Over Expenditures

Cash In Bank (Island Savings Credit Union, Beginning of Year) \$23,603

Cash In Bank, End of Year

	Proposed 2024 Budget	August 2023 Actual	2023 Budget	August 2022 Actual
Donations (Unrestricted)	4,000	4,010	1,500	4,500
Facility Rental (Camping, Grounds)	1,000	690	1,000	1,515
Other	500	2	500	
Memberships	320	320	300	200
Total	5,820	5,022	3,300	6,215
Municipality of North Cowichan, re. Maintenance, as prior years	5,000	5,000	5,000	5,000
Municipality of North Cowichan, re. Water Purification	16,000			
Total Revenue	26,820	10,022	8,300	11,215
ADT Security	600	501	525	500
Fundraising, Advertising	200		125	
Insurance (Buildings, Directors' Liability)*	2,600	900	3,750	3,623
Repairs, Major (2022 Painting of Old School Exterior)		11,519	11,519	
Repairs, Proposed (2023-24 Water Purification Installation)**	16,000			
Repairs and Maintenance (Routine)	5,000		2,500	
Renovation - Toilet Installation in Old School (Estimate)***	20,000			
Utilities (Hydro, Telephone/Internet)	2,000	1,941	1,878	1,805
Water & Septic Testing (UV filters, submitting samples)	700		700	
Total Expenditures	47,100	14,861	20,997	5,928
Excess (Deficit) Revenues Over Expenditures	(20,280)	(4,839)	(12,697)	5,287
Cash In Bank (Island Savings Credit Union, Beginning of Year)	\$23,603	\$28,442	\$28,442	23,155
Cash In Bank, End of Year	\$3,323	\$23,603	\$15,745	\$28,442
	<i>Estimated</i>	<i>Actual</i>	<i>Estimated</i>	<i>Actual</i>

*Note: Insurance is adjusted for 2024 prepaid portion.

** See attached Grant proposal and quotes.

*** Renovation to add at least one toilet in the old school.

This is a low estimate as architect plans and approvals are required.

Volunteer labour and donations of materials (if any) not included.

WESTHOLME SCHOOL SOCIETY
Breakdown of Municipal Grant Request
for Fiscal September 1, 2023 - August 31, 2024

1. MAINTENANCE - \$5,000 REQUEST

		<u>AMOUNT REQUESTED</u>
Competition Tree Service (danger tree, quoted 2021, 7hrs @\$300/hr.)	*	2,100.00
5% GST		105.00
Total tree removal (est.)		<u>2,205.00</u>
(actual cost may be higher, including hauling away logs and branches)		
Balance, routine maintenance		2,795.00
TOTAL (as in previous years)		<u>5,000.00</u> 5,000.00

2. WATER PURIFICATION SYSTEM - \$16,000 REQUEST

BC Aquifer (2022 Quote)	*	13,544	
Paul's Pump (2022 Quote)	*	10,640	
Average		<u>12,092</u>	
Contingency 25%		3,023	
Subtotal		<u>15,115</u>	
5% GST*		756	
TOTAL (\$16,000 rounded)		<u><u>15,871</u></u>	16,000.00

TOTAL GRANT REQUEST

\$21,000.00

See attached quotes (*PST 7% may also apply, but not included here).
 The proposed budget includes a water purification system as mandated by VIHA. The figure is an average of the 2 quotes (installed) with a 25% margin for labour and materials, cost inflation and contingencies, and taxes. Volunteer labour and donations of materials (if any) not included.

IslandSavings

A DIVISION OF FIRST WEST CREDIT UNION

Regional Office | 300-499 Canada Avenue | Duncan BC V9L 1T7

Your September 2023 Statement

Your Account Number
1506054

Your Branch
Duncan Centre, 1-888-597-1083

Westholme School Society General Account
2558 MtSlicker Rd
PO BOX 76
Westholme, BC V0R 3C0

Statement Summary

	August 31, 2023 CLOSING BANK BAL	CAD	
Chequing, LOC		21,686.50	
Savings, Shares		115.83	

Organization Value dcnt 1506054

Westholme School Society General Account

Date	Description	Withdrawals	Deposits	Balance
31Aug23	Opening Balance			21,837.37
06Sep23	Pre-Authorized B.C. HYDRO & POWER AUTHORITY	105.00		21,732.37
18Sep23	Pre-Authorized SHAW CABLESYSTEMS G.P.	45.87		21,686.50
	Total withdrawals and deposits	150.87		

Business Optimum Savings dcnt 1506054

Westholme School Society General Account

Date	Description	Withdrawals	Deposits	Balance
31Aug23	Opening Balance			109.62
30Sep23	Credit Interest		0.13	109.75
	Total withdrawals and deposits		0.13	

FWCU Membership Shares dcnt 1506054

Westholme School Society General Account

Date	Description	Withdrawals	Deposits	Balance
31Aug23	Opening Balance			6.08
	Total withdrawals and deposits			

REFERRAL PERKS®

Get \$100 for every successful referral, up to \$500 a year.*

Refer today.

*Some terms and conditions apply. See website for details.

islandsavings.ca

Bank. Borrow. Insure. Invest.

Page 1 of 2

Keeping it Simple®

Alison Smith

From: "BC Aquifer Services Ltd." <notification@getjobber.com>
Date: October 17, 2022 10:59 AM
To: <dogpatch@shaw.ca>
Subject: Quote from BC Aquifer Services Ltd. - 10/17/2022



Quote

Hi Westholme School Society (2558 Mt. Sicker Road),

Thank you for asking us to quote on your project. Please find a detailed copy of our quote attached to this email.

We are also able to provide financing if needed. Please see our website to apply.

The quote total is \$13,543.72 as of 10/17/2022. Does not include Taxes.

Please read note on Quote for further information.

If you have any questions or concerns regarding this quote, please don't hesitate to get in touch with us at info@bca
Duncan # 250-748-4041, Victoria # 250-477-1665, Nanaimo 250-585-0198.

Sincerely,

BC Aquifer Services Ltd.

View Quote

Button not working? Copy and paste this link to your browser address bar: [https://clienthub.getjobber.com/client_hubs/f71219f2-ccf6-467f-8eb7-](https://clienthub.getjobber.com/client_hubs/f71219f2-ccf6-467f-8eb7-90cad8c73afe/quotes/19861728.html?auth_token=eyJhbGciOiJIUzI1NiJ9.eyJidW5rZXIjOiJldXNlcl9pZCI6MTg0OTc2NjYsImRlbnVnYXRlIjpmYWxzZX0.HZzV)

[90cad8c73afe/quotes/19861728.html?auth_token=eyJhbGciOiJIUzI1NiJ9.eyJidW5rZXIjOiJldXNlcl9pZCI6MTg0OTc2NjYsImRlbnVnYXRlIjpmYWxzZX0.HZzV](https://clienthub.getjobber.com/client_hubs/f71219f2-ccf6-467f-8eb7-90cad8c73afe/quotes/19861728.html?auth_token=eyJhbGciOiJIUzI1NiJ9.eyJidW5rZXIjOiJldXNlcl9pZCI6MTg0OTc2NjYsImRlbnVnYXRlIjpmYWxzZX0.HZzV)

2022-10-17



5420 TransCanada Highway | Duncan B.C. | V9L 6W4
 250-748-4041 | info@bcaquifer.ca | www.bcaquifer.ca

RECIPIENT:

Westholme School Society (2558 Mt. Sicker Road)

2558 Mt. Sicker Road
 Westholme, British Columbia V0R 3C0
 Phone: 250-246-4796

Quote #3797

Sent on	10/17/2022
Total	\$13,543.72

SERVICE ADDRESS:

2558 Mt. Sicker Road
 Westholme, British Columbia V0R 3C0

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
10-FPS-91181010/FVJ10CI	10-JET PUMP VERSA 1.0HP PRO FVJ1CI-P	1	\$1,536.60	\$1,536.60
01-FLX-WR200	01-PRESSURE TANK FLEXCON WELL RITE WR-200 62G	1	\$1,640.88	\$1,640.88
01-4459379/PA-TT14	01-1" x 14" TANK TEE KIT ZTFP2TK	1	\$199.50	\$199.50
08-E20PHF81S7	08-STENNER PUMP 4.5 GPD ECON-FP SERIES METERING PUMP	1	\$944.83	\$944.83
08-30957	08-CT-80 RETENTION TANK 21 x 64	1	\$1,547.38	\$1,547.38
120200	LABOUR 2 MEN - Includes Travel/Clean Up/Documentation	10	\$185.00	\$1,850.00
10000	MISC MATERIAL FOR QUOTING (all material used will be listed on final invoice)	1	\$800.00	\$800.00
08-PRO20UV	08-UV VIQUA PRO20 UV STERILIZER 20 GPM (NSF 55 CLASS A CERTIFIED)	1	\$4,330.95	\$4,330.95
15-STN-JLP1000-2PPG	15-Stenner 1" Plastic Water Meter (2 Pulse Per Gallon)	1	\$693.58	\$693.58

Total **\$13,543.72**

This quote is valid for the next 30 days, after which prices may be subject to change.

Deposit required to order equipment or schedule service. Balance due upon service completion.

Payment options include CASH, CHEQUE, VISA, MC, DEBIT, E TRANSFER (USE INVOICE NUMBER). Credit card payments on Invoices exceeding \$3,000 subject to a 3.5% service fee.

Payments received late will be subject to a late payment fee of 2% of total outstanding balances.

Paul's PUMP + TREATMENT™

Get Treated Right!™

ESTIMATE

4132 St. Catherine Dr. Cobble Hill, BC V0R 1L3
 Cell: 250-510-7006
 Email: paul@paulswater.com

DATE: DECEMBER 7, 2022

EXPIRATION DATE JANUARY 7, 2023

TO Westholme School Society
 2558 Mt. Sicker Road
 Chemainus, B.C.
 (250) 246-4796
 C/O: Dale Jensen XXXXXXXXXX
 Customer email: Dogpatch@shaw.ca

REFERENCE
 Water system upgrades

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Paul	2558 Mt. Sicker Road	Due on receipt	Upon Completion

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1 pump package	Submersible pump matched to lowest production well (good for either well), 44 gallon pressure tank, & all related materials for hook up. (possible well extension required)		5600.00
1 U/V package	8gpm Class A, NSF55 Sterilizer C/W remote solenoid interface, 2) 20" big blue filter housings, 1) 5 micron & 1) 1 micron absolute cartridges, surge protector, & ¾" pex plumbing materials required for hook up.		4200.00

- * Does not include electrical.
- * Does not include trenching/excavation.
- * U/V install based on no further water treatment being required.

TOTAL MATERIALS	9800.00
TOTAL LABOUR	840.00
SUBLET	
SUBTOTAL	10640.00
PST	686.00
GST	532.00
TOTAL	11858.00

Payment in full due on receipt of invoice. Paul's Pump + Treatment Service reserves the title to all material supplied until payment in full has been made, and the purchaser covenants to provide access to the premises to remove material supplied if payment is not received within 25 days.

To accept this quotation, sign here and return by email: _____

THANK YOU FOR THE OPPORTUNITY TO QUOTE ON THIS PROJECT.

COMPETITION TREE SERVICE

No. 910

BUD BEAM

SERVING COBBLE HILL, DUNCAN AND THE COWICHAN VALLEY

RES: 743-2341
CELL: 744-6498

NAME Westhumble school Society.

Address _____

Phone _____

2021 12 01

Job site 2558 Mt Sicker Rd

I was asked to look at large maple for safety concerns previous pruning has compromised tree
* with large rot pockets
There for needs to be

Behind the ANNEX, NEXT TO FENCE LINE of HALALT PROPERTY

** [Removed \$300 per hr
6 to 7 hr EST
also depends on cleanup]

Est. **
7 x 300
= \$2100
+ TAX

* MAINTENANCE ITEMS *

= DANGER TREE
NEXT TO ANNEX

PAYMENT DUE ON COMPLETION OF WORK - 21/2% INTEREST PER MONTH ON OVERDUE ACCOUNTS.

"Indemnity of Customer"

The Customer does hereby covenant and warrant that all work requisitioned herein is fully within and upon the property of the Customer and that such work is permitted and/or authorized by all applicable local, municipal, provincial or other by-laws and that all necessary licenses, permits and authorizations have been obtained.

The customer does hereby indemnify and saves harmless Competition Tree Service Ltd., its employees, agents, servants and assigns from any and all actions, proceedings, claims, demands, costs, damages, penalties, allowances and expenses incurred as a result of or in any way arising out of the work requisitioned by the Customer, including payment of all legal expenses on a solicitor-client which may be incurred as a result of any such claims.

PO Box 510
Shawnigan Lake, BC
VOR 2W0
GST # 109383919RT0001

SUBTOTAL

GST

TOTAL

FULLY INSURED - FREE ESTIMATES
SPECIALIZING IN: DANGEROUS TREE REMOVAL
FALLING - TOPPING - LIMBING
WE BUY TIMBER



WESTHOLME SCHOOL SOCIETY

PO Box 76, 2558 Mt. Sicker Road
Westholme B.C. V0R 3C0

Bus. No. 86595 0018

B.C. Society S0043580

Brief historical Note:

Please see the scan attached of a 2007 brochure which highlights various items of interest as to the history of the Westholme School.

The existing Westholme School was constructed 100 years ago. The school served a community of businesses, farmers and, prior to WWI, the miners of a copper mine at Mt. Sicker. Today Westholme is a quiet rural community with several large dairy operations.

According to the links below, by 1907, the population was several hundred residents. The Lenora mining community inland from Westholme had two hotels, two general stores, a butcher shop, livery stable and more than 70 dwellings.

<https://www.chemainusvalleycourier.ca/community/mount-sicker-once-a-booming-townsite-1222260>

https://www.beyondnootka.com/articles/mount_sicker.html

There were two previous Westholme schools.

The earliest was built in 1883. A new property for the school was donated in 1909 and a school was built in 1911. This school burned down in 1918. The present school replaced it in 1923 and remains on its original site.

The Westholme School received a heritage designation in 2001.

Westholme School History



First School at
Westholme built
1883

Westholme Pioneer Alfred J. Richards donated
one acre of land for the school relocation in **1909**



Westholme School Circa 1923 The original school
was built in 1911 and consumed by fire in 1918

Agenda:

1:00 - 2:00 Annual General Meeting in the Annex
2:00 - 3:00 Grand Opening of the Westholme School
Ribbon Cutting - Mayor Lefebure
Piper - Derak Crawford
Presentation of Board of Directors - Norman Quist
Welcome - Norman Quist
Presentation of Dignitaries - Norman Quist
Guest Speakers -
Mayor Lefebure
Doug Routley, MLA
Bob Vye, Pres. Kokallah School Historical Society
Sharron Sweeney, Founding Member
Helen Edwards, Pres. Heritage Legacy Fund of BC
Jonathan Yardley, Pres. Heritage Society of BC
Richards Family Recognition - Norman Quist
Cake Cutting - Mrs. Megan Giles
3:00 - 4:00 Tea Social

Westholme School
GRAND OPENING

Hosted by the Westholme School Society

September 2007

2008
Community
Planning
Award

BYLAW NO.
3119

Westholme
School Heritage
Designation
Bylaw 2001

Rental Opportunities

For individuals and groups, daytime, evenings and weekends



Heritage one room Schoolhouse



Inside 27'x 32' classroom



Annex includes two washrooms
and full kitchen



School yard is fully fenced and
security alarmed

Society's Mandate:

- To restore, preserve & maintain our historic one room schoolhouse in Westholme
- To use the building as a community meeting centre
- To mount displays of photographs & other items related to the Westholme area

Other Fundraising Efforts:



Bake Sale at Russell's
Farm Market

Annual Picnic

Sales of:

School
Bookmarks

Pen & Ink
Sketch of Old
School

Eco Friendly
Carry Bags

Westholme Community History



Mt. Sicker Road built
1898



WESTHOLME STORE - BERNIE DEVITT, 1921

Westholme Tree 1500 yrs old 17' diam fell in 1913



120 FOOT FILES, WESTHOLME STATION, 1929, SHIPPED TO HENRY FORD, DETROIT

Captain
Charles W.
Barkley's
(g.son of
Barkley Sound
repute) home
here was
called his
"West Home"

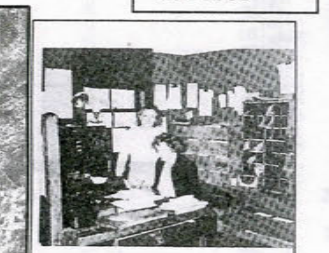


Gaisford farm on Richards
Trail early 1900's

Municipality
of North
Cowichan
designated
Westholme
BC in the
Official
Community
Plan 2002



Lenora No. 1 at Mt.
Sicker Mines 1901



Westholme Post Office
1973