

## Joseph Fernandez

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**From:** Sharon Klein <sharanne@shaw.ca>  
**Sent:** July 11, 2021 10:10 AM  
**To:** Joseph Fernandez  
**Cc:** Sharon Klein; Steve; Bob Day  
**Subject:** Letter for Gaming Application (Duck Pond Phase I)

Hi Joe - I just found this in the gaming application (Duck Pond, Phase I - Playground)

If the project is located on public land:

Provide a document that authoritatively demonstrates that the applicant has the authority to proceed and will be in management and control of the resulting asset for a minimum of 10 years from the date of the application. (Asset belongs to the town but stewardship of the park is given to Lake Cowichan Kinsmen). The letter should contain the following:

- town to adhere to schedule of maintenance for equipment
- town to provide excavation for the site (\$50,000 in-kind) IMPORTANT
- No permit required from the town for this project scope.
- town working alongside the Kinsmen towards the rejuvenation of the Duck Pond

Letters of support are not sufficient. The document must demonstrate that a final and irrevocable approval to proceed with the specific project has been granted to the applicant from the controlling body (e.g. minutes of council meeting showing motion and approval, letter dated and signed by the authority of the land or facility that references the specific project and the specific property described in the application. I wonder if the agreement we used for Healthy Communities would be a good guideline?

Thanks Joe. The grant closes July 30th.

Sharon Klein  
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"Love is the greatest force in the universe. It is the heartbeat of the moral cosmos. He who loves is a participant in the being of God."  
—Martin Luther King, Jr. (1929–68)