

2. Re: 1973 Canada Summer Games Society  
Monthly Report

Following for your information is the report of the Executive Director covering the activities of the 1973 Canada Summer Games Society from May 12 to June 2, 1972.

\*\*\*\*\*

1973 CANADA SUMMER GAMES SOCIETY  
 New Westminster - Burnaby  
 835 Canada Way,  
New Westminster, B. C.

M E M O

TO:       BOARD OF DIRECTORS                DATE:     June 9, 1972  
  
FROM:     D.D. Veitch,  
               Executive Director                OUR FILE NUMBER: Report #4  
   Monthly Report:  
SUBJECT:        May 12 to June 2, 1972

On behalf of the Management Committee, I wish to submit this two-part report to you as points of information and a request for ratification of specific motions.

Highlighting our activities of the last four weeks were approval of our new logo and stylized sport symbols; approval of revised Capital budget by Councils of New Westminster and Burnaby; receipt of Federal Government funds covering Capital requirements and increased promotional activities.

- For your perusal and reference, I have attached a copy of:
- a) Organization outline
  - b) Constitution & Bylaws (Submitted with Directory)
  - c) Directory of 1973 Jeux Canada Games.  
     (To be submitted at Director's meeting)
  - d) Logo design
  - e) Stylized Sport Symbols (Submitted with Directory)
  - f) Capital budget
  - g) Acknowledgement list of material assistance received.
  - h) Financial Statement to April 30, 1972.

2. Re: 1973 Canada Summer Games Society  
Monthly Report (Cont'd)

1. Promotional Activities

During the last month many of our Directors and Committee members have made public appearances publicizing the Canada Games. Highlights include publicity at:

- Federation of Mayors' meeting in Quebec
- Sports Festival Opening in Victoria
- Provincial Cabinet tour in New Westminster
- Junior Achievement Awards Dinner in Coquitlam
- Stadium, Arena and Auditorium Managers meeting in Powell River
- Annual Rhododendron Ball in Burnaby
- Sports Hall of Fame Dinner in Vancouver
- Hyack Festival in New Westminster
- B. C. Federation of High School Athletic Associations meeting in Kelowna
- Service Club meetings.

In addition, there have been newspaper articles in the Sun, Province, Columbian, North Shore Citizen and television coverage including a half hour cablevision special.

Harry Jerome has made a proposal to include a large "sports participation and sports promotion" exhibition at the Burnaby Lake Sports Complex during the 1973 Canada Games. Immediately upon receipt of the details of the "Canada Games Sport Festival" we will seek approval of the Board.

Spearheaded by the Burnaby Art Gallery Association, a special Canada Games Fine Arts Committee has been organized. This Committee is made up of representatives from Simon Fraser University, British Columbia Institute of Technology, Douglas College and the Fine Arts Councils. An outline plan is being prepared for Management approval pertaining to a Sport-Art Mural promotion, a "first ever" National Crafts competition, Music and Special Events.

The Columbian Newspaper has confirmed definite "in paper" publications beginning January 1973 with subsequent issues in February, March, April, May, June and July.

2. Re: 1973 Canada Summer Games Society  
Monthly Report (Cont'd)

What are we working on now?

In addition to the projects listed in my report Number 2 of April 18, we expect to bring forward for your approval in June, outline plans on the following:

2. Site Management:

We are working on various alternative plans re movement of pedestrians, vehicles, athletes and officials for all competition sites.

The coordination and control of volunteers and service groups to handle policing and ushering is being organized by Pip Martin. Signs for parking, security and arrangements for parking, legal implications and insurance will be completed after revision of the student survey on parking construction requirements. Our new stylized sports symbols could be incorporated for signs and direction outside and inside competition sites. Procedure for accounting for money at the competition sites is being organized with the assistance of Ken Maddison.

3. Equipment:

Although there has been a change of the Chairman in our Equipment Committee, plans for tendering on sports equipment are still continuing.

The Committee is working with sports liaison person on products that meet National approval. Availability of some equipment is so difficult it may be necessary to order twelve months ahead to guarantee delivery. It is possible to obtain pledges and sponsors after orders have been placed.

Preference will be given to local suppliers and manufacturers wherever possible.

2. Re: 1973 Canada Summer Games Society  
Monthly Report (Cont'd)

Most sports are submitting designs and drawings to assist us in obtaining labor and material assistance from various local sources.

Each piece of equipment must be technically approved after testing.

The Equipment Committee will advise the Transportation Committee about local transport needs to and from sites and manpower needed.

We are presently preparing an outline plan for bulk storage; insurance; accounting; receiving; distribution and return pertaining to competition and practice sites.

4. Network Analysis:

I have contacted members of the Technical Management Division of B.C.I.T. to ask if their Department could undertake a project to synthesize all the administrative planning which each of the organizational and sports committees are presently conducting. Most of the planning is inter-related among committees so it is advisable to have a visual network analysis. The beginning of this project is now on display in our Board Room. The continued detailed development of this operational guideline is important to the 1973 Canada Games and important to hosts of future Games.

Under the direction of Keith Purchase of B.C.I.T., a submission has been made to Ian Howard requesting four summer students necessary for a detailed follow through on the network analysis program.

5. Requests to Department of National Defense:

I am preparing a submission for Admiral Lier in Victoria, requesting Armed Services support for the 1973 Canada Games.

ITEM 2

MANAGER'S REPORT NO. 40

COUNCIL MEETING June 19/72

2. Re: 1973 Canada Summer Games Society  
Monthly Report (Cont'd)

The request for assistance will cover items such as:

- Communications
- Helicopters
- Air - Sea rescue
- Interpreters
- Tents
- Decorations & Flag Raising:
  - Opening Ceremonies
  - Closing Ceremonies
  - Display Teams
- Security
- Manpower
- Transport
- Sports Equipment
- Facilities - (Temporary Structures)
- Accommodation - (Beds)
- Catering - (Trailers)
- Medical - (Ambulances)

6. Summer Student Program:

I am pleased to advise you that Ian Howard, the Sport Canada representative, was primarily responsible for our participation in the Federal Government sponsored summer student program. We have a clerk-typist; typist-receptionist; writer-photographer; engineering graduate for a facilities' study; and a teacher working on documentation of Games Organizational planning. These people have talent and a good spirit beneficial to the Games.