

1. 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 April 18 to May 5, 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: May 5, 1972

FROM: E.D. Veitch,
Executive Director OUR FILE NUMBER: Report #3

SUBJECT: Monthly Report,
April 18 to May 5, 1972

On behalf of the Management Committee I wish to submit this two part report to you re points of information and request ratification of the specific motions.

Highlighting our activities in the last three weeks were the results from the Canada Games Council meeting held in Burnaby; a special meeting of members of Council from New Westminster and Burnaby; hosting of a seminar to brief the Committee Chairmen of the Canada Games; concluding negotiations with Labatt's for the use of a full-time loaned executive; concluding negotiations with Air Canada as the official Air transportation firm; appointment of the Director of Officials; appointment of the Vice-President of the Sports Federation of Canada to our Technical Advisory Board; completion of Revision #7 of a detailed acceptable Arrivals & Departures calendar; and concluding arrangements and completing the move to the new, more spacious offices.

1. CANADA GAMES COUNCIL MEETING:

Since the Council meeting was held in our area, we have noted considerable action to the benefit of the "Jeux Canada Games '73." Gerry Beaudry is in Ottawa and appointed secretary to the Games; approval of "Village" concept has been received; 15 of 16 sports sanctions have been officially received.

2. JOINT MEETING OF COUNCILS:

The Directors of the Society hosted an informal gathering at the Westminster Club for purposes of advising our elected officials of the position point of the Games. Those in attendance expressed a desire for similar meetings on a more frequent basis.

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3. LOANED EXECUTIVE:

I am very pleased to advise you that my negotiations to have a specific person assigned to the Promotion & Publicity Coordinator's position with the Canada Games has been successful. The Labatt's people have made Bill Brown available to the Canada Games on a full-time basis for the next six months, on a part-time basis for three months, then full-time again two or three months prior to and during the Games. Salary, auto, and expenses, courtesy of Labatt's.

I have hopes of obtaining additional loaned personnel to assist us in the office and I have hopes of getting Loaned Executives to assist on individual committees.

4. CANADA GAMES SEMINAR:

The Society hosted a seminar on Saturday, April 29, 1972 at the Coqualeetza project. The clinic was held for purposes of briefing Committee Chairmen about responsibilities and interrelationships with other committees or sub-committees. Many people brought their wives who were welcomed to attend the general sessions and panel meetings. Four guest speakers from previous Canada Games offered advice and candid criticisms. The Director of Sport Canada accompanied by two of his staff were in attendance as resource people, courtesy of the Federal Government.

The information and fellowship was appreciated by all in attendance. Guests were:

Senator S. Buckwold	'71 Winter Games.
E. Sebestyen	" " "
E. Bowman	" " "
K. Lewis	'69 Summer Games
L. Lefaive	Sport Canada
B. Fraser	" "
C. Lacasse	" "

5. EXTERNAL TRANSPORTATION:

In a cooperative coordinated effort with Sport Canada, our Society has an agreement with Air Canada as the official Air transportation carrier. Special baggage tickets, loaned personnel for six months, support advertising, flight bags for athletes, 4 National tour passes, 2 lucky draw passes and a transportation allowance equivalent to \$18,000 are included in their rights package to the Games.

ITEM 1

MANAGER'S REPORT NO. 35

COUNCIL MEETING May 29/72

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6. DIRECTOR OF OFFICIALS:

Major Paul Roth has been appointed to the Technical Advisory Board as the Director of Officials. T.A.B. Chairman, M. E. Ferguson, recommended Paul Roth for this position.

The primary duty is to immediately establish lists of requirements per sport, then confirm names of people prepared to officiate the various events. This is a time consuming task requiring an almost full-time commitment. It is going to be particularly difficult as a policy has been declared by the Management Committee that no officials will charge the Games for services.

7. SPORTS FEDERATION OF CANADA:

One of the top sports executives in Canada has recently moved to the Coast from Ottawa. Wm. McEwen, Vice-President of the S.F.C., formerly the Canadian Amateur Sport Federation, has agreed to serve as a Games Director and will be an active member of the Sports Board Executive.

8. ARRIVALS & DEPARTURES:

Revision No. 7 of the Calendar indicates that existing outline plans for housing, accommodation and transportation are capable of handling the four peak periods.

9. GAMES OFFICE:

On May 1, 1972; we moved the offices of the New Westminster - Burnaby Canada Summer Games Society to the New Westminster Senior Secondary School which is located on the boundary between New Westminster and Burnaby on Canada Way.

I wrote a letter on your behalf, thanking the staff of the Royal Towers Hotel for their past courtesies and assistance.

The school is the site of the "Village" where 3,000 athletes will be housed dormitory style in August, 1973. Our official address is:

Jeux Canada Games '73
835 Canada Way,
New Westminster, B. C.

Telephone: 521-1973

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SPORTS:

Sports classification, sport team composition, and days of competition have been completed. Information is still needed re Provincial Team participation, practise and competition facilities requirements, number of officials, schedules per sport, scoring and results system, general rules, specific rules and protocol requirements. I should be able to give you an outline of this information by June 15, 1972.

SERVICES:

An Armed Forces liaison person has been appointed; external transportation arrangements re an official air transportation carrier has been appointed; B.C. Telephone Co. assistance on Communications plans has been very good; Equipment requirements by sport have been difficult to trim to budget, but it is even more difficult as our Services Committees have to submit administrative equipment requirements; the Inter-scholastic Sports Federation is helping by authorizing their Executive Director to act as Equipment Committee Chairman; plans for Medical and First Aid requirements are in the early stages of planning under the direction of a new Chairman, Dr. John Hunt of Burnaby; we are fortunate to have a retired R.C.M.P. Executive handling security coordination - John Brucher will visit Munich on his holiday and will obtain information re security plans; two well known New Westminster men, Don McNaughton and Carl Miller are setting up Hosting and sub-committees to handle ID, recreation and entertainment, meeting & greeting, bilingual and religion.

Mrs. Doris Brownlee and Bill Beetlestone of the volunteer Services Committee are helping tremendously by providing girls in the office daily, to assist with photocopying and typing.

PUBLIC RELATIONS & PROMOTION:

Protocol: - The Management Committee has approved and confirmed Chairmen of all but one major committee, Protocol. Your recommendations for a person or persons to handle this very important time consuming position would be welcomed. The job involves administering a committee to coordinate all ceremonies; official dinners; invitations and arrangements for V.I.P; awards; bands; orchestras and music; civic decorations; flags; sports victory anthems; torch relay; opening, closing, and seating accommodations

Facilities: Information re capital expenditures on facilities is now regularly brought to the attention of Management. Plans are now being outlined re individual site management, maintenance and spectator's services. Our facilities must be ready far enough in advance to comply with the technical requirements for practises, training, and competitions.

FINANCE and INCOME:

Box Office: Six students of B.C.I.T. have been conducting a 5 hour class time, 5 hour personal time, 5 week ticket study project on behalf of the Games.

Program & Advertising Sales:

Negotiations with numerous printing firms will be concluded shortly in order to go to tender for a proposed publication, sale of advertising and sale of programs.