

ITEM 1

MANAGER'S REPORT NO. 22

COUNCIL MEETING Apr. 4/72

1. Re: 1973 Canada Summer Games Society
Monthly Report - Feb. 11 to March 14, 1972

The Board of Directors of the 1973 Canada Summer Games Society meets monthly and the Executive Director reports to the Board at that time.

Your Municipal Manager has requested that a copy of the Executive Director's Report also be sent to Burnaby and New Westminster Councils for their information.

Following is a copy of the Executive Director's Report of March 10, 1972, which is the first Report that has been officially forwarded to us.

This is for the information of Council.

* * * * *

1973 CANADA SUMMER GAMES SOCIETY
New Westminster - Burnaby,
601 Royal Avenue, #7A,
New Westminster, B. C.
524-0101

TO: BOARD OF DIRECTORS

DATE: March 10, 1972

FROM: D. D. Veitch,
Executive Director

OUR FILE NUMBER:

100 - 412

SUBJECT: Monthly Report.
February 11 to March 14, 1972

As reported to you earlier there are basically four phases in the Canada Games operation:

Phase one would include assembling information and support sufficient to help the original organizing committee to be successful in their bid to obtain awarding of the Canada Games to New Westminster and Burnaby.

Phase two would include planning and organizing in advance of the time of the actual staging of the Games.

Phase three would include the total involvement of the community in staffing, controlling and directing the actual Canada Games operation.

Phase four would include the controlled winding up of the affairs of the project at which time all committee chairmen must provide written summaries of their committees' work, complete with recommendations that may be of value to future organizations hosting the Canada Games.

Considerable progress has been made by the Society on behalf of the host cities. To ensure that proper facilities are available for all sports on the program, work has been done on all venues:

Pool under construction; lighting specifications completed. Actual installation to begin shortly.

Rowing & Canoeing course. Dredging finished.
Award to an architectural firm re the design of ancillaries and administrative centre will be made this month.

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

- 2 -

Final specifications of an acceptable Track & Field facility will be completed next month.

Modifications of the existing budget for unbudgeted capital expenditures pertaining to sports events such as tennis, shooting, soccer, field hockey, cycling, lawn bowling and water skiing, have been detailed for recommendation to the Finance Board.

Arrangements for lodging, feeding, transportation and medical services for purposes of accommodating athletes and officials are constantly being worked upon. At this point we are optimistic that the promotional and economic impact of the Games can be retained in the immediate community. We are equally optimistic at this point that costs of these arrangements will not exceed the existing operating budgets.

We are concerned about not having appropriate technical and working facilities for persons representing the press, T.V. and radio. Media Headquarters will be first rate but all of our proposed competition venues are inadequate at this stage of the operation. It is difficult to envisage proper dissemination of results and information from any of the sports sites. In addition to some financial expenditures, it will necessitate a tremendous change in attitude if we are to achieve a positive public reaction re the manner of staging the Canada Games.

We have combined our Sports and Technical Advisory committees into one Sport Board. Our purpose in combining the Technical Advisory with the Sport Committee Executive is to alleviate the internal communications problems applicable to such a large geographical area as the Lower Mainland. We must avoid any overlapping of scheduled sports events with the arrangements of receptions, dinners, entertainment and other activities during the Games.

The Board of Directors are now meeting on a regular monthly basis and our Management or Executive, if you wish, are now meeting on a regular weekly basis. It is planned that the Coordinating Committee will meet on a quarterly basis. To assist in the Coordination of handling funds, a Finance Board has been established and is now meeting on a regular monthly basis.

Shortly after April 1, 1972, the central offices of the Games will be located in the New Westminster Secondary School.

Our staff now includes an Executive Director, Executive Secretary, Bilingual Secretary-Receptionist and a Sports Board Coordinator. We have a Services Board Coordinator available to us on a part-time arrangement in cooperation with the Royal City Society.

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

- 3 -

We have been very fortunate in spite of "those Easterners" who said we wouldn't get the volunteer help enjoyed by such small centres as Saskatoon and Halifax - Dartmouth. We have had volunteer professional people helping on financial, legal, and public relations work; we have now literally hundreds of folks involved in the many sub-committees of the Games.

Recommendation of auditors & accountants have been made & we are able to maintain daily contact with our accounting firm through the volunteer cooperation of our Treasurer.

We have recommended a firm of Burnaby lawyers to act as our legal advisors to assist in the many legal factors. We have been able to maintain close contact through the cooperation of our secretary.

All 16 sport sub-committees have been involved in at least four meetings and we wish to state that we are very proud of the quality of folks involved in amateur sport in the New Westminster - Burnaby area.

If the Support Services sub-committees can equal the quality of organization of the Sports sub-committees, there is no question the 1973 New Westminster - Burnaby Canada Summer Games will not only be the largest event of its kind ever held in Canada, but will be considered the most efficiently staged sports spectacle of its kind ever held in Canada.

Sub-committees on communications, volunteer services, equipment, transportation and traffic control, accommodation and catering, city decorations, ceremonial and protocol, hospitality and welcome, tickets, salvage, fund raising and programs, are now developing three level budgets. The three levels being: existing, adequate, and desirable.

The three major cost areas of facilities, transportation and accommodation are now under firm financial control to such an extent that it is clearly possible our Society could stay within the existing budget. Any major "overages" can only occur if the members of the Society decide they wish to put on a better show than is possible within the constraints of the existing budget. "How adequate" is one question re facilities and "How big a show do we as hosts wish to stage for these athletes from across Canada," is another question.

Our Society has extended an official invitation to the Premiers of all Provinces and Territories to participate in the 1973 Canada Summer Games.

We have received and circulated a signed contract from all three levels of the Government.