

ITEM	6
MANAGER'S REPORT NO.	30
COUNCIL MEETING	1978 04 17

Re: 1979 BRITISH COLUMBIA SUMMER GAMES

Following is a report from the Parks and Recreation Administrator regarding an invitation from the Provincial Government for a bid to host the 1979 British Columbia Summer Games.

RECOMMENDATIONS:

1. THAT the Corporation of the District of Burnaby not submit an application to host the 1979 British Columbia Summer Games and
2. THAT a copy of this report be sent to the Honourable Sam Bawlf, Minister of Recreation and Conservation.

* * * * *

TO: MUNICIPAL MANAGER

1978 APRIL 12

FROM: PARKS AND RECREATION ADMINISTRATOR

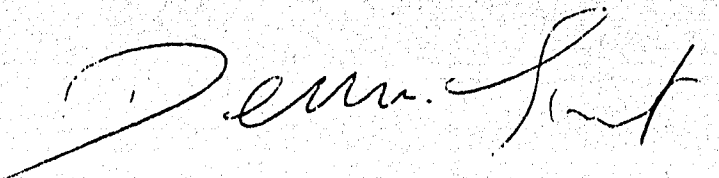
RE: 1979 BRITISH COLUMBIA SUMMER GAMES

The attached report was received by the Parks and Recreation Commission at a special meeting held on 1978 April 11.

The Commission concurred with the recommendations.

RECOMMENDATION:

THAT the Corporation of the District of Burnaby not submit an application to host the 1979 British Columbia Summer Games.



Dennis Gaunt

AG:gl

~~ITEM SPECIAL MEETING 1~~
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~~COMMISSION MEETING 78 04 11~~

RE: 1979 BRITISH COLUMBIA SUMMER GAMES

The following is a report from the Assistant Administrator for Recreation on the above subject.

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Even though the lead time is greater than for the 1978 Games, the Administrator would agree that the Corporation of Burnaby not make an application to host the 1979 British Columbia Summer Games.

RECOMMENDATIONS:

1. THAT the Corporation of Burnaby not submit an application to host the 1979 British Columbia Summer Games.
2. THAT the Commission so recommend to Council.

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TO: ADMINISTRATOR 1978 APRIL 11
FROM: ASSISTANT ADMINISTRATOR-RECREATION
RE: 1979 BRITISH COLUMBIA SUMMER GAMES.

Staff has considered the letter, dated 1978 March 07, from the Minister of Recreation and Conservation, requesting the Municipality of the District of Burnaby to submit a bid to host the 1979 British Columbia Summer Games (see attached).

After reviewing the report submitted to the Commission at its meeting on 1977 September 07, copy of which is attached, staff is of the opinion that the same comments are applicable to the 1979 Games as to the 1978 Games and, therefore, the same recommendations are presented.

Staff is aware that the Corporation of the Township of Richmond is submitting a bid to host the Games and Burnaby Parks and Recreation Department has indicated its willingness to Richmond to cooperate with it on the rowing and canoeing facilities at Burnaby Lake as requested by Richmond.

RECOMMENDATIONS:

1. THAT the Corporation of the District of Burnaby not submit an application to host the 1979 British Columbia Summer Games.
2. THAT the Parks and Recreation Commission so recommend to Council.

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Province of
British Columbia

OFFICE OF THE MINISTER

Ministry of
Recreation and
Conservation

Parliament Buildings
Victoria
British Columbia
V8V 1X4

March 7, 1978

His Worship T. Constable
Mayor, District Municipality of Burnaby
4949 Canada Way
Burnaby, B.C.
V5G 1M2

Dear Mayor Constable:

Re: 1979 British Columbia Summer Games

On behalf of the Government of British Columbia it is my pleasure to invite the District Municipality of Burnaby to bid to host the 1979 British Columbia Summer Games.

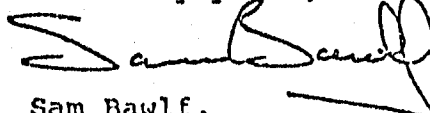
As you are aware, the Province of British Columbia has embarked on a program of Summer and Winter Games in an effort to bring about mass participation by people of all ages in this Province. It is anticipated that between 40,000 to 50,000 British Columbians will be involved in the eight Zones in playoffs leading up to the Games.

You will note in the enclosed Guidelines that the Government of British Columbia will provide \$180,000 for the administration and operation of the 1979 British Columbia Summer Games which are to be held in the month of August. A further \$70,000 from the Government of British Columbia will serve as a legacy to thank the Host Community's volunteers and is provided to assist amateur sport in the Host Community.

Submissions as detailed in the enclosed Guidelines will be received by Mr. Ron Butlin, Managing Director, British Columbia Games, at 777 Fort Street, Victoria, B.C. V8W 1G9 (telephone 387-1375) on or before April 20, 1978. All enquiries concerning bidding, budgeting, etc., are to be made to Mr. Butlin.

Upon review and recommendation by the Managing Director and the B.C. Games Advisory Committee, I shall announce the Community selected to host the 1979 British Columbia Summer Games. I expect the announcement by May 10, 1978.

Sincerely yours,



Sam Bawlf,
Minister of Recreation
and Conservation

RJB/bsp
Enclosures

cc: Dennis Gaunt, Administrator, Parks & Recreation

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1979 British Columbia Summer Games

GUIDELINES FOR COMMUNITIES

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A. Games Organization

- I. Policy for the Games will be established by the Managing Director, Mr. Ron Butlin, in consultation with the B.C. Games Advisory Committee. The British Columbia Summer Games will be held in the month of August, 1979.
- II. The Managing Director will have the overall responsibility for the staging of the Games and will be responsible for coordinating the Host Community, the Government, and others in all aspects of the Games development, administration and financial operation.
- III. The Host Community will select its Host Chairman who will be responsible for the operation of the Games under the direction and authority of the Managing Director of the British Columbia Games. If, in the view of the Managing Director, decisions are being made that are not consistent with Games policy, the Managing Director retains the right to alter or veto any such decisions.
- IV. All athletes competing (ages 13 - 80) cannot have competed at the national level.
- V. We are not looking at Olympic or Canadian National standards with facilities. The Technical Sport Package will be prepared by the staff of the British Columbia Games office in Victoria in consultation with the Provincial Sport Associations. The Technical Sport Package will be built around the existing facilities in the Host Community.

B. Procedure for Selection of Host Community

- I. An invitation to bid will be sent to British Columbia centres of about 10,000 residents.
- II. Submissions from communities will be received by the British Columbia Games office, Attention: Mr. R. Butlin, Managing Director, 777 Fort Street, Victoria, B.C. V8W 1G9 (telephone 387-1375) on or before 12:00 Noon, April 20, 1978. For information concerning the composition of your bid please contact Mr. Butlin at the above address and telephone number.

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- III. The Managing Director and the Games Advisory Committee will review the submissions and will recommend a Host Community. The recommendation will be conveyed to the Minister of Recreation and Conservation who will announce the community chosen on or about May 10, 1978.

C. Budget

- I. The Government of British Columbia, through the Ministry of Recreation and Conservation, will provide up to a maximum of \$180,000.00 for the administration and operation of the 1979 British Columbia Summer Games. The actual Provincial contribution will be based on a budget presented by the Host Community acceptable to the Managing Director and the Minister. The Provincial funds will cover administration, transportation, accommodation and subsistence for athletes and officials while in the Host Community. These monies will be advanced to the Host Community on an as-needed basis. Any portion of the \$180,000.00 Provincial contribution not used in the operation of the Games will remain with the Province.
- II. The Host Community will provide the Managing Director with a financial statement on the operation of the Games at two-month intervals. An audited financial statement will be prepared at the conclusion of the 1979 Games and all subsequent British Columbia Games.
- III. The financial operation of the Games will be the responsibility of the Chairman of the Host Community or his designate in consultation with the Managing Director. Any major deviation in the spending of the Provincial Government commitment must have the approval of the Minister of Recreation and Conservation and the Managing Director.
- IV. The Host Community must be prepared to employ one full-time Operations Manager and a secretary for a period of eight months. The remuneration for these employees may be part of the Host Community's contribution or a contribution from some other source, but should be reflected in the overall budget. Temporary student help, approximately six, if needed during May, June, July and August should come from short-term Provincial or Federal grants.
- V. Insurance Coverage for the Games will be the responsibility of the Managing Director and the Games Advisory Committee. The cost will be borne by the Host Community's budget.

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VI. Games medals, flags, posters and Rules Books will be the responsibility of the Managing Director and the British Columbia Games staff in Victoria. The cost will be borne by the Host Community's budget. 131⁶ 30

D. Legacy - Government of British Columbia

- I. In addition to the Provincial funding for the operation and administration of the Games, the Government of British Columbia will give to the Host Community a legacy of \$70,000.00 to be used for amateur sport in that community. This legacy will be presented by the Minister of Recreation and Conservation at the conclusion of the Games to acknowledge the Government's appreciation of the many necessary hours of volunteer work. Details of the Community's plans to spend the legacy must be submitted to the Managing Director one month before the commencement of the Games.

E. Details of the Bid Submission to Host the 1979 British Columbia Summer Games

- I. The submission must be typewritten in a document of no more than ten pages. Pictures or other visual attachments will not be accepted.
- II. The Host Community must delineate in its proposal its direct and indirect contributions, financial and otherwise, toward the operation and staging of the Games.
- III. It is estimated that the Host Community will provide from 22 to 25 different sports events. Consequently the Host Community should use, as a rule of thumb, for budgeting purposes: 18 sports = 2000 athletes. The Technical Sport Package, referred to in Section A(V), will be determined keeping in mind budget, facilities and accommodation.
- IV. The submission should provide:
- (a) Proposed dates in the month of August, 1979 and a timetable for the events, bearing in mind that the Games will last for four days with each sport competing for two days.
- (b) Information relative to the community's involvement in hosting provincial, national or international events in recent years.

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- (c) Assurance that the community has the support of local agencies and organizations and an organizational structure demonstrating an ability to successfully undertake the Games.
- (d) Details of existing and proposed facilities jointly capable of hosting a minimum of 22 sports (see Appendix A)*. This will be accompanied by a map of the community illustrating the location of the facilities to be used. Further, a brief description of facility renovation and upgrading plans and an appropriate budget will be tendered.
- (e) A description of accommodation available to the athletes and officials and its proximity to the recreation facilities, keeping in mind the numbers involved.
- (f) A per diem rate to cover accommodation and living expenses.
- (g) Details of provisions for the transport of athletes within the community and an outline of the accessibility of the community to the rest of the Province. Transportation of the athletes from the eight Zones to the Host Community is the responsibility of the Host Community's budget.
- (h) Details of local media outlets and facilities available to accommodate visiting members of the press and media.
- (i) Details regarding the proximity, capacity and capabilities of local medical facilities. Details of provisions for first-aid treatment at competition sites should be included.
- (j) A proposed budget for hosting the Games to include costs for facility upgrading and/or development. This budget will include all sources of revenue and funding.
- (k) Support information such as:
1. Climate
 2. Topography
 3. Population
 4. Items of interest

* A copy is available in the Parks Office for reference if required, and is not attached to this report.

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F. Other Considerations

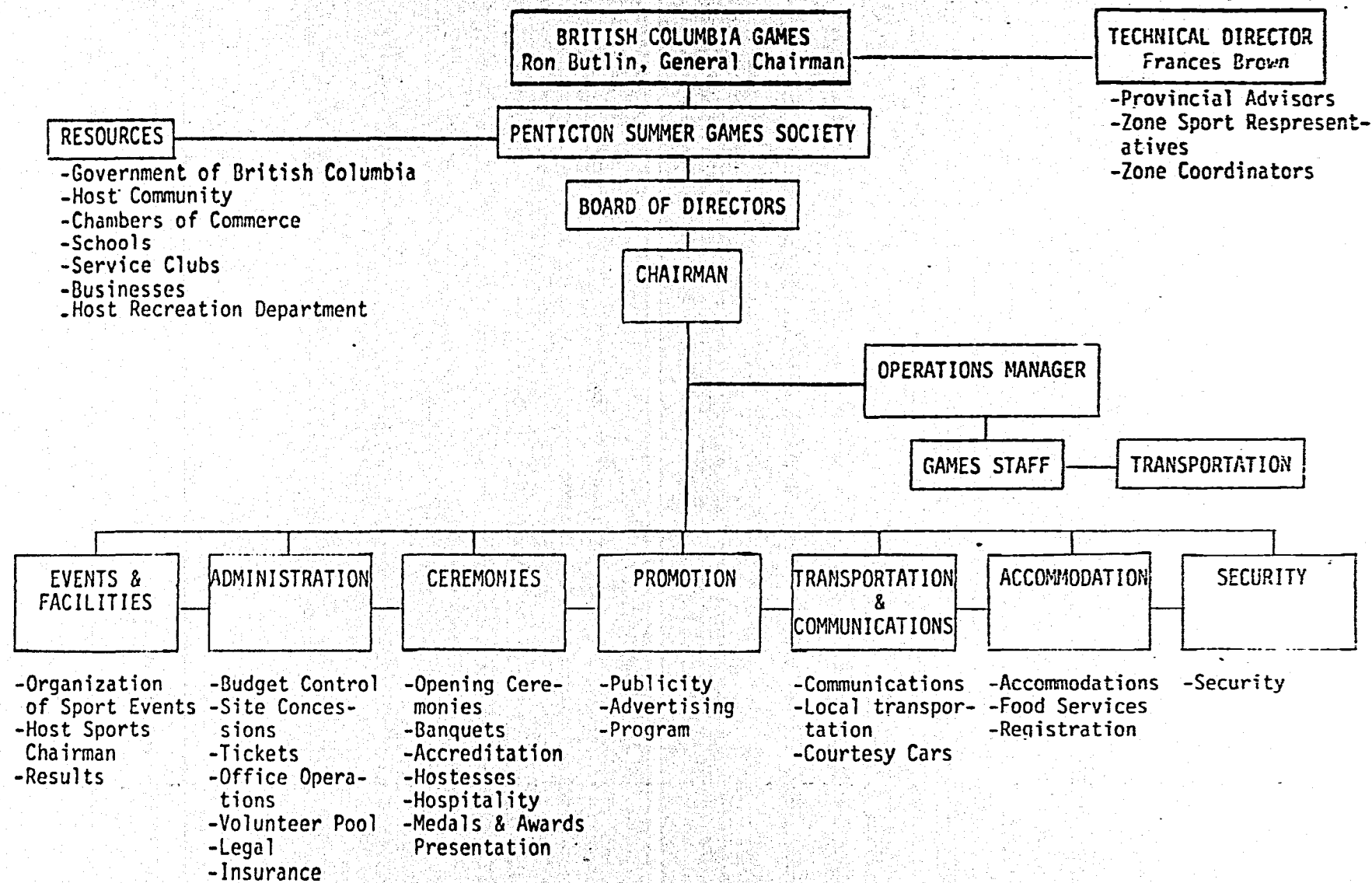
- I. Attached for your interest is the proposed organization chart for the 1979 British Columbia Summer Games (Appendix B).
- II. Please note that since the Games will last four days with each sport competing for two days, approximately one-half of the athletes will be billeted for each two day segment with a maximum of 1400 per day.

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Possible Sports for 1979 British Columbia Summer Games

<u>SPORTS</u>	<u>Proposed 1979</u>
Archery	<input type="checkbox"/>
Baseball	<input type="checkbox"/>
Canoeing (Open)	<input type="checkbox"/>
Cycling	<input type="checkbox"/>
Equestrian	<input type="checkbox"/>
Field Hockey (Men and Ladies)	<input type="checkbox"/>
Golf (Men and Ladies)	<input type="checkbox"/>
Horseshoe Pitching	<input type="checkbox"/>
Lawn Bowling (Men and Ladies)	<input type="checkbox"/>
Parachuting	<input type="checkbox"/>
Rowing	<input type="checkbox"/>
Rugby	<input type="checkbox"/>
Sailing	<input type="checkbox"/>
Shooting	<input type="checkbox"/>
Soccer	<input type="checkbox"/>
Softball (Men and Ladies)	<input type="checkbox"/>
Swimming	<input type="checkbox"/>
Synchronized Swimming	<input type="checkbox"/>
Tennis	<input type="checkbox"/>
Track & Field	<input type="checkbox"/>
Water Polo	<input type="checkbox"/>
Water Skiing	<input type="checkbox"/>
OTHERS	

ORGANIZATIONAL STRUCTURE



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B U D G E T

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EXPENDITURE ACCOUNTSAdministration

Salaries
 Employee Benefits
 Office
 Office Equipment
 Office Supplies
 Telephone
 Postage
 Travel and Meetings
 Insurance (Approx) \$3,000
 Secretarial
 Financial
 Miscellaneous

Ceremonies

Medals and Plaques \$7,000
 Badges and Crests
 Protocol
 Official Dress
 Opening Ceremonies
 Facility Rental
 Miscellaneous

Publicity

Radio and T.V.
 Programs
 Posters and Signs
 Parade Float (?)
 Miscellaneous

Sports

Facilities
 Equipment
 Administration
 Facilities Maintenance
 Miscellaneous

Participants

Transportation (Internal)
 Transportation (External)
 Meals and Accommodation
 Security
 Medical

TOTAL EXPENDITURES

REVENUE ACCOUNTS

B.C. Recreation & Conservation	\$180,000.00
Advertising Sales - Souvenirs	
Program Sales	
Ticket Sales	
Private Donations	
Host City Contribution	
B.C. Recreation & Conservation Legacy	\$ 70,000.00

ITEM	5
MANAGER'S REPORT NO.	61
COUNCIL MEETING	Sept. 12/77

ITEM SPECIAL MEETING 1
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 COMMISSION MEETING 78 04 11
 ITEM 3
 ADMINISTRATOR'S REPORT NO. 19
 COMMISSION MEETING SEPT. 7/77

RE: 1978 BRITISH COLUMBIA SUMMER GAMES

Item 2 of Administrator's Report No. 7, April 6, 1977, brought to the Commission's attention the intention of the Provincial Government to hold regular Summer Games. At that time, it was noted that further action by Burnaby would be held until the receipt of the Provincial Guidelines. The Corporation has now received a letter and Guidelines, dated August 2, 1977, regarding these Games (see Attachment #1).

The Assistant Administrator for Recreation has spoken at length with Mr. Ron Butlin, the Managing Director of the Games. The following are the comments from the Assistant Administrator for Recreation on this subject; and the Administrator concurs in his findings:

"The immediate and longer term benefits of an event such as the 1973 Canada Summer Games must be viewed, in my opinion, as a very stimulating and beneficial experience for the host community as reflected in the positive returns to the municipality, the citizens, volunteers, athletes, business community, and others in Burnaby during 1973.

"However, the investment in this type of event by the municipality, when measured in relation to actual dollars spent, staff time, additional facility preparation and maintenance, and the reduced capability of departments to carry on normal functions and programs, must be carefully weighed in terms of true cost-benefit.

"I have discussed the 1978 British Columbia Summer Games' Guidelines for Communities with the Managing Director of the Games, Mr. Ron Butlin, in order to clarify the intent of some sections in them. Mr. Butlin has had similar responsibilities in Alberta where they have conducted four 'games' under similar terms of reference including the amount of lead time for preparation, financing, and community responsibility. He advised that the B.C. Summer Games would be much less sophisticated and less involved than the Canada Summer Games. Funding of the 'games' in Alberta was supplemented by private donations amounting to \$50,000-\$100,000 for each of the 'games'.

"In weighing matters of this type, the experience gained in previous, similar situations must, in my opinion, play a significant role in arriving at a decision. The following are the basic concerns of staff in relation to the staging of the 1978 B.C. Summer Games:

- (1) The additional load on staff at all levels within the Department during the 1973 Games was considerable. The present complement of staff, which is currently working to near maximum capacity, could not accommodate any significant increase in work load without a substantial shift in priorities or additional personnel.
- (2) The proposed funding of \$180,000 for the conducting of the 'games' and the \$70,000 legacy are minimal amounts when viewed on a strictly cost-benefit basis. Supplementary funding would be required from the host municipality and private sources to staff and effectively manage the 'games'.

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Re: 1978 British Columbia Summer Games

- "(3) The lead time of 10-11 months to enlist volunteers; to structure the organization required to assure the success of the 'games'; and to develop the momentum required to involve the community successfully, is insufficient when compared to the requirements of the 1973 Canada Summer Games. In both cases, similar committees are required to deal with the complex matters of housing, food, transportation, facilities, officials, athletes, games programming, protocol, ceremonies, equipment, liaison, administration, promotion, etc.
- (4) The Province and the Sports governing bodies will jointly determine the scale, level, and extent of the 'games' program, which the host community must implement.
- (5) The provision within the Guidelines for rather absolute control of the 'games' by Provincial officials, including 'veto' power, is a rather real concern, considering the need for flexibility and freedom of movement which we experienced during the 1973 Canada Summer Games.

"In conclusion, staff would recommend against hosting the 1978 B.C. Summer Games."

Also attached is a letter and budget information, dated August 29, 1977, from the Managing Director of the British Columbia Games, Mr. Ron Butlin. (see Attachment #2).

RECOMMENDATIONS:

1. THAT The Corporation of the District of Burnaby not submit an application to host the 1978 British Columbia Summer Games.
2. THAT the Parks and Recreation Commission so recommend to Council.

ITEM	5
MANAGER'S REPORT NO.	61
COUNCIL MEETING	Sept. 12/77