

ITEM 14
MANAGER'S REPORT NO. 59
COUNCIL MEETING 1981 11 23

RE: INVITATION TO BID ON HOSTING OF THE 1984 BRITISH COLUMBIA
SUMMER GAMES

MUNICIPAL MANAGER'S RECOMMENDATION

1. THAT the recommendation as contained in the report of the Director Recreation & Cultural Services be adopted.

* * * * *

1981 NOVEMBER 19

TO: MUNICIPAL MANAGER
FROM: DIRECTOR RECREATION AND CULTURAL SERVICES
RE: INVITATION TO BID ON HOSTING OF THE 1984 BRITISH COLUMBIA
SUMMER GAMES

RECOMMENDATION:

1. THAT Council approve the bidding for the 1984 British Columbia Games.

REPORT

At its meeting of 1981 November 18, the Parks and Recreation Commission received the attached report on the invitation to bid on hosting the 1984 British Columbia Summer Games. The Commission approved the recommendations contained in the report.

As indicated in the report the benefits to the Sports Community in Burnaby would be great utilizing existing facilities throughout the Municipality with minimal costs to the Corporation.

Full details of anticipated costs and staffing are contained in the attached report.



per: DENNIS GAUNT

Attach.

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ADMINISTRATOR'S REPORT NO. 19
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RECOMMENDATIONS:

1. THAT the Commission approve the bidding for the 1984 British Columbia Summer Games.
2. THAT the Commission so recommend to Council.
3. THAT the Commission request the Mayor to appoint a Host President and/or Board of Directors to prepare a bid for submission.

REPORT

The Mayor has received a letter from Evan Wolfe, Provincial Secretary, inviting Burnaby to bid to host a British Columbia Summer or Winter Games (see attached). Staff have determined that the 1984 Summer Games would be the most appropriate on which to bid. An outline of policy guidelines for the games is also attached.

If approval is granted by both the Commission and Council, then the Mayor should appoint a Host President who, with a Board of Directors, will be responsible for the operation of the Games under the direction of the Games Provincial Chairman and Managing Director. The Board of Directors may be jointly appointed by the Mayor and Host President. Although Recreation and Cultural Services staff would not be on the Board of Directors, there would be a strong liaison between the Directors and the Department. The staff would be available to assist in the bid preparation and organization of the Games.

Funding for the Games would be \$230,000 from the Provincial Government and \$50,000 from Burnaby. The Province will provide a \$70,000 legacy to Burnaby for amateur sport in the Community in addition to the Games expenses.

The Municipal expense is in line with the experiences of past Host Communities. They indicated that such a contribution from the Host Community is necessary to cover administrative and maintenance costs. Burnaby's cost would be approximately \$40,000 for administration (Operations Manager, Secretary and office expenses for 8 months) and \$10,000 for maintenance (field preparation, added custodial and clean-up costs).

Activities for the Games include such activities as baseball, bicycling, golf, horseshoes, lacrosse, tennis, rowing, sailing, soccer, swimming and wheelchair sports. 25 to 30 sports events are to be conducted over a 4 day period. Possible dates are 1984 August 2, 3, 4, and 5, Thursday to Sunday. The Municipality has the capability to provide adequate facilities for these activities. Three main locations can host a major number of the events; Swangard Stadium, Burnaby Lake Sports Complex, and Riverway Sports Complex. Preliminary inquiries have indicated that Simon Fraser University and the Burnaby School Board would endeavour to assist in the provision of athletic and support facilities.

In view of the benefit to the sports community in Burnaby and the minimal cost to the Corporation, staff recommend that a bid for the 1984 British Columbia Summer Games be submitted before the 1982 January 18 deadline.

Attach.



Province of
British Columbia

OFFICE OF THE MINISTER

EC

Ministry of
Provincial Secretary
and Government Services

EC

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October 8, 1981

RECEIVED

1981 OCT 13

MAYOR'S OFFICE

Mayor D.M. Mercier
District of Burnaby
4949 Canada Way
Burnaby, B.C.
V5G 1N2

Dear Mayor Mercier:

Re: 1984 British Columbia Winter Games
1984 British Columbia Summer Games
1985 British Columbia Winter Games
1985 British Columbia Summer Games

On behalf of the Government of British Columbia, it is my pleasure to invite your community to bid to host the 1984 or 1985 British Columbia Summer or Winter Games. Your community may bid on all four Games or any number of the four Games. However, you would of course only be awarded one of the Events. In the event you bid on more than one of the Games, each Games you bid on must be by a separate and distinct bid.

The first British Columbia Summer Games were held in Penticton in 1978; the first B.C. Winter Games in Kamloops in 1979; the second B.C. Summer Games in Richmond in 1979; the second B.C. Winter Games in Kimberley in 1980; the 1980 Summer Games were held in Kelowna; the 1981 Winter Games in Prince George and the 1981 Summer Games in the Comox Valley. Future Games have been awarded to Trail - 1982 Winter; Vernon - 1982 Summer; Revelstoke - 1983 Winter and Maple Ridge - 1983 Summer.

This year's 1981 Winter Games in Prince George involved over 2,305 B.C. athletes and this year's B.C. Summer Games in the Comox Valley involved 3,423 athletes. In the past 12 months 194,600 British Columbians were involved in playdowns leading up to the Games.

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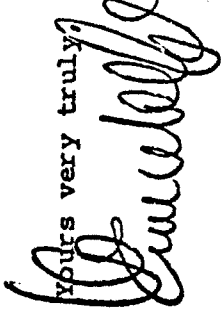
You will note in the enclosed criteria for bidding, that the Government of British Columbia will provide \$230,000.00 for each of the 1984 B.C. Summer and Winter Games and \$240,000.00 for each of the 1985 B.C. Summer and Winter Games - the Winter Games are to be held in March and the Summer Games in August.

You will also note the Government of British Columbia provides a \$70,000.00 Legacy to each host community to thank the volunteers for their efforts in staging the Games. These funds must be allocated for Amateur Sport.

Submissions, as detailed in the enclosed Guidelines, will be received by Ron Butlin, Chairman and Managing Director of the British Columbia Games, at 2nd Floor - 777 Fort Street, Victoria, B.C., V8W 1G9 (Telephone: 387-1375) on or before 12:00 Noon, January 18, 1982. All inquiries as to bidding, budgeting, etc. are to be made directly to Mr. Butlin.

Upon review and recommendation by the Chairman and the B.C. Games Advisory Committee, I shall announce, as soon as possible, the communities selected.

Yours very truly,



Evan M. Wolfe,
Minister

c.c. Recreation Director

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1984 BRITISH COLUMBIA SUMMER GAMES - POLICY -

A. GAMES ORGANIZATION

- I. Policy for the Games will be established by the Chairman and Managing Director, Ron Butlin, in consultation with the B.C. Games Advisory Committee. The 1984 British Columbia Summer Games will be held in the month of August 1984.
- II. The Chairman and Managing Director will have the overall responsibility for the staging of the Games and will be responsible for co-ordinating the Host Community, the Government of British Columbia, the Amateur Sport bodies and others in all aspects of the Games development, administration and financial operation.
- III. The Host Community will select its Host President who, with a Board of Directors, will be responsible for the operation of the Games under the direction of the Chairman and Managing Director of the British Columbia Games. If, in the view of the Chairman and 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 to 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.

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B. PROCEDURE FOR SELECTION OF HOST COMMUNITY

I. An invitation to BID will be sent to British Columbia centres of population of approximately 10,000 residents and more.

II. Submissions from communities will be received by the British Columbia Games Office, attention Mr. R. J. Butlin, Chairman and Managing Director, 2nd Floor 777 Fort Street, Victoria, B.C. V8W 1G9 (telephone 387-1375) on or before 12:00 Noon, January 18, 1982. For information concerning the composition of your bid, please contact Mr. Butlin at the above address and telephone number.

III. The Chairman and Managing Director and the Games Advisory Committee will review the submissions and will recommend a Host Community. The recommendation will be conveyed to the Provincial Secretary who will announce the Host Community as soon as possible.

C. BUDGET

i. The Government of British Columbia, through the Provincial Secretary, will provide up to a maximum of \$230,000.00 for the administration and operation of the 1984 British Columbia Summer Games. The actual Provincial contribution will be based on a budget presented by the Host Community that is acceptable to the Chairman and 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 \$230,000.00 Provincial contribution not used in the operation of the Games will remain with the Province.

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- II. The Host Community will provide the Chairman and Managing Director with a financial statement on the operation of the Games each month. An audited financial statement will be prepared at the conclusion of the 1984 British Columbia Summer Games.
- III. The financial operation of the Games will be the responsibility of the local President of the Host Community or his designate, under the authority of the Chairman and Managing Director. Any major deviation in the spending of the Provincial Government commitment must have the approval of the Provincial Secretary and the Chairman and Managing Director.
- IV. The Host Community must be prepared to employ one full time Operations Manager and a secretary for a period of approximately 8 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 6, if needed during June, July and August - should come from short-term Provincial or Federal grants.
- V. Liability and property damage insurance coverage for the Games will be the responsibility of the Chairman and Managing Director and the B.C. Games Advisory Committee. The cost will be borne by the Host Community's budget.

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VI. Games medals, plaques, flags, posters, rules books, mailing out of literature, sport meetings (Provincial Advisors and Sport Chairmen) will be the responsibility of the Chairman and Managing Director of the B.C. Games and his staff in Victoria. The cost will be borne by the Host Community's budget.

D. LEGACY-GOVERNMENT OF BRITISH COLUMBIA

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 the community. The Directors of the Society established to operate the Games in the Host Community will make recommendations to their municipality on how funds should be spent. This legacy will be presented by the Provincial Secretary shortly after the conclusion of the Games, to acknowledge the Government's appreciation of the many necessary hours of volunteer work. The Host Community must submit plans to the Chairman and Managing Director at the conclusion of the Games as to how the funds are to be spent. The Legacy must be spent in full within 12 months from the Host Community receiving it.

E. DETAILS OF THE BID SUBMISSIONS TO HOST THE 1984 BRITISH COLUMBIA SUMMER GAMES

- I. The submission must be typewritten in a document of no more than 10 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.

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III. It is estimated the Host Community will host 25 to 32 sports events. Consequently the Host Community should use, as a rule of thumb for budgeting purposes, 30 sports = 3,200 athletes. The Technical Sport Package referred to earlier, will be determined, keeping in mind budget, facilities and accommodation.

IV. The submission should provide:

- (a) Proposed dates in the month of August, 1984 and a timetable for the events, bearing in mind that the Games will last for 4 days with each sport competing for 2 days.

NOTE: If a community has sufficient accommodation and playing facilities, then the Games would last 3 days with all the athletes being there for the 3 full days.

- (b) Information relative to the community's involvement in hosting Provincial, National or International events in recent years.
- (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 housing a minimum of 18 sports, see Appendix "A". Please accompany this with a map of the community illustrating the location of the facilities to be used. Further, a brief description of any proposed facility renovations and upgrading plans and a proposed budget (the budget will be solely an indicator to us of your thoughts behind the project).

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- (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 transportation of athletes within the community. Transportation of the athletes from the 8 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) Information concerning the proximity and capacity and capabilities of local medical facilities. Details of provision for first-aid treatment at competition sites to be used.
- (j) A proposed budget for hosting the Games to include costs for facility upgrading and/or development. This budget will include various sources of revenue and funding.
- (k) Information as to the following:
- (i) climate
 - (ii) topography
 - (iii) population
 - (iv) items of interest

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F. OTHER CONSIDERATIONS

I. Attached for your interest is the proposed organizational chart for the 1984 British Columbia Summer Games. There could be minor shifting of responsibilities among the Directors but the organization will be structured principally as shown (Appendix "B").

II. Please note: IV(a)

Depending upon the size of the community, the Games will last either 4 days (with half of the athletes coming for the first 2 days and the second half of the athletes for the last 2 days) or 3 days with all the athletes being there for 3 days.

To further clarify this, in the event the Games go 4 days, the first half of the athletes would arrive Wednesday afternoon and leave Friday afternoon and the second half would arrive Friday afternoon and leave Sunday afternoon.

In the event of it being 3 days, the athletes would arrive Thursday afternoon and leave late Sunday afternoon.

G. IMPORTANT

I. The decision as to which community is selected will have absolutely nothing to do with the Games being 3 or 4 days.

II. Schools, colleges, universities, armed forces barracks are ideal places to accommodate the athletes.

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APPENDIX "A"

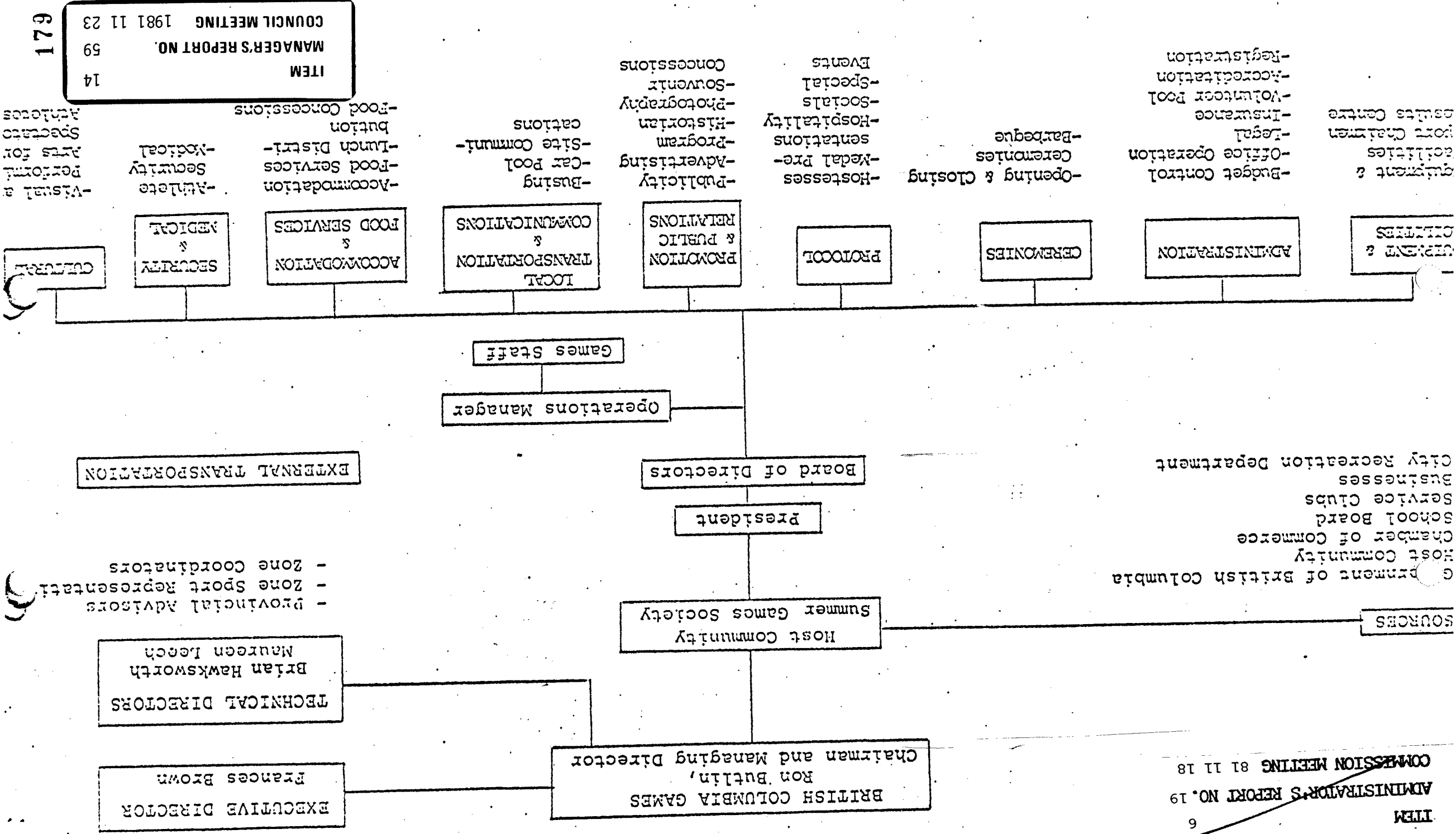
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Possible sports for 1984 British Columbia Summer Games

SPORTS

PLEASE INDICATE
1984

Archery	<input type="checkbox"/>
Baseball	<input type="checkbox"/>
Bicycling	<input type="checkbox"/>
Canoeing	<input type="checkbox"/>
Cricket	<input type="checkbox"/>
Field Hockey (Men's and Ladies')	<input type="checkbox"/>
Golf (Men's and Ladies')	<input type="checkbox"/>
Horseshoe Pitching	<input type="checkbox"/>
Lacrosse	<input type="checkbox"/>
Lawn Bowling	<input type="checkbox"/>
Tennis	<input type="checkbox"/>
Modern Pentathlon	<input type="checkbox"/>
Parachuting	<input type="checkbox"/>
Rowing	<input type="checkbox"/>
Rugby	<input type="checkbox"/>
Sailing	<input type="checkbox"/>
Soccer	<input type="checkbox"/>
Shooting	<input type="checkbox"/>
Softball	<input type="checkbox"/>
Swimming	<input type="checkbox"/>
Synchronized Swimming	<input type="checkbox"/>
Track & Field	<input type="checkbox"/>
Water Polo	<input type="checkbox"/>
Water Skiing	<input type="checkbox"/>
OTHERS	<input type="checkbox"/>



SOURCES
 Government of British Columbia
 Host Community
 Chamber of Commerce
 School Board
 Service Clubs
 Businesses
 City Recreation Department

EXTERNAL TRANSPORTATION

- Provincial Advisors
- Zone Sport Representatives
- Zone Coordinators

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- Visual & Performance Arts for Spectator Athletes
- Athlete Security
- Accommodation
- Food Services
- Lunch Distri-
- bution
- Food Concessions
- Medical
- Security
- Cultural