



Item.....
Meeting..... 2011 Oct 17

COUNCIL REPORT

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**TO:** CITY MANAGER **DATE:** 2011 October 12

**FROM:** CITY LIAISON COMMITTEE TO THE 2012 BC SENIORS GAMES

**SUBJECT: FUNDING FOR THE 2012 BC SENIORS GAMES**

**PURPOSE:** To inform Council on the planning for the Games and to seek Council's approval to release the funding committed by the City to Burnaby's Organizing Committee.

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**RECOMMENDATION:**

1. **THAT** Council approve payment of \$25,000 to the Burnaby Seniors Games Organizing Committee in partial fulfillment of the City's commitment to provide funding and in-kind support as approved by Council in July 2009.

**REPORT**

**BACKGROUND**

Council, on 2009 July 20 approved a recommendation that the City submit a bid to host the 2012 BC Seniors Games. The report also indicated that as a condition of bidding, the City was committing to provide \$55,000 in funding for the Games and an additional \$50,000 in in-kind support. Council approved the funding and in-kind support as recommended in the report.

Subsequently, on 2009 December 02, the BC Games Society announced that Burnaby was the successful bidder. In 2011 January, Mayor Derek Corrigan selected a nominating committee that chose a President and Board of Directors that now form the Organizing Committee for Burnaby's Games (BOC). On 2011 May 31, the Mayor announced that Ms. Darlene Gering was selected to be President of the BOC. In addition to Ms. Gering, the Directors selected to the Board are listed in Attachment #1 of this report.

Since the announcement was made, the Board has been involved in orientation sessions to learn what they must do in each area of responsibility to prepare for the Games. In August, several Board members also attended the BC Seniors Games this year in Castlegar to establish connections and to observe how the Games are run. The BOC is now focussing on making as many preparations as they can in advance of the Games as possible.

## **PREPARATIONS**

In addition to travelling to Castlegar to observe the Games first hand and make connections with organizers, the BOC has been engaged with the BC Games Society to learn the best practices associated with hosting the games. A number of orientation sessions have been held, and BOC meetings have been held on a regular basis since August. Work has begun to identify, secure and prepare venues for all sports involved in the games. BOC has also begun estimating the number of participants and making sure the organization is in place to accommodate them. The Director of Administration has also updated the budget, and categorized the projected and actual expenses and revenues to date. The BOC has also begun to set up volunteer recruitment processes and to develop safety, security, and transportation plans. They are also pre-planning to the extent possible the ceremonies and special events which will occur as part of the Games.

## **FUNDING REQUEST**

As these activities progress, the BOC is incurring expenses. The Director of Administration, Mr. Matthew Coyne, has provided a preliminary budget, Attachment #2, which shows the expected expenses and revenues over the next stage of Games preparation. The budget shows a requirement for funding of \$25,000 from the City provision, and \$15,000 from the BC Games Society provision to pay for certain activities and services that have been incurred to date, or which will be incurred over the coming months.

It is therefore recommended that Council approve payment of \$25,000 to the BOC as a partial payment of the City's funding commitment to offset some of the expenses incurred by the BOC. It is important to note that the City's funding contribution will not exceed \$55,000 as specified in 2009 July, and that staff will track the value of in-kind contributions to the Games to fulfill the City's in-kind commitment. Staff will report back to Council when the remaining \$30,000 in funding is requested by the BOC.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

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Attach.

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**BOARD OF DIRECTORS**  
**2012 BC SENIORS GAMES**

**PRESIDENT**

**MS. DARLENE GERING**

Director Administration

Mr. Matthew Coyne

Director Ceremonies

Ms. Harriet Tuey

Director Communications

Mr. Cary Skidmore

Director Food Services

Ms. Eda Koot

Director Friends of the Games

Mr. Mike Prodanovic

Director Medical Services

Dr. Eugene Lee & Dr. Anne Maylin-Lee

Director Promotions

Mr. Simon Mok

Director Protocol

Mr. Peter Yung

Director Registration & Results

Mr. Warren McKay

Director Security

Staff Sergeant Major John Buis

Director Special Events

Ms. Adrienne Sutherland

Director Sports

Mr. Wayne Peppard

Director Transportation

Mr. George Kawaguchi

Director Volunteers

Mr. John McQuade

**BURNABY 2012 BC SENIORS GAMES  
BUDGET – ALL DIRECTORATES**

	Budget	YTD Actual	Projected to 2011 Dec. 31	Difference
	\$	\$	\$	\$
<b><u>EXPENSES</u></b>				
Administration	70,000	9,125	6,000	54,875
Ceremonies	15,000			15,000
Communications	4,000			4,000
Sport (events)	60,000			60,000
Food Services	85,000			85,000
Friends of the Games	5,500			5,500
Medical	3,000			3,000
Promotions	10,000	1,114	2,500	6,386
Protocol	25,000		1,500	23,500
Registration & Results	6,000			6,000
Security	2,500			2,500
Special Events	16,000			16,000
Transportation	12,000			12,000
Volunteers	6,000			6,000
 Tourism Burnaby Loan	 15,000		 15,000	
<b>TOTAL</b>	<b>\$335,000</b>	<b>\$10,239</b>	<b>\$25,000</b>	<b>\$299,761</b>
<b><u>REVENUE</u></b>				
Grants	85,000		15,000	85,000
City of Burnaby Funding	55,000		25,000	55,000
Registration Fees	135,000			135,000
Sponsorship				
- Cash	35,000			35,000
- In kind	55,000			55,000
Other	5,000			5,000
Tourism Burnaby Loan	15,000	15,000		
<b>TOTAL</b>	<b>\$385,000</b>	<b>\$15,000</b>	<b>\$40,000</b>	<b>\$370,000</b>