



Camosun College Film Studio Project Advisory Committee
December 3, 2021
Meeting Summary

Advisory Committee members in attendance:

Sherri Bell, President, Camosun College (Chair)
Kevin Brewster (for S. Baskerville), EFO & Assistant Deputy Minister, Finance, Technology Management Services, Ministry of Advanced Education & Skills Training (MAEST)
Phil Hancyk, Executive Director, Post-Secondary Finance, MAEST
Kathleen Gilbert, Film Commissioner, Vancouver Island South Film & Media Commission
Michael Goodwin, Production Design Specialist
Alison Prince, Director, Capital Asset Management, MAEST
Jason Butler, ADM & EFO, Finance, Technology and Management Services, MAEST

Camosun College Resources in Attendance:

Geoff Wilmshurst, VP Partnerships
Deborah Huelscher, VP Administration

Guest Attendees:

Ray Wolfe, Architect, Thinkspace Architecture Planning and Interior Design
Dayna Wlasoff, Planner, Thinkspace Architecture Planning and Interior Design

Regrets:

Fred Haynes, Mayor of Saanich
Hon. Murray Rankin, MLA Oak Bay-Gordon Head
Calvin Simpson, Constituency Assistant to M. Rankin
Kevin Brewster, Assistant Deputy Minister/Executive Financial Officer, Ministry of Advanced Education, Skills and Training
John Boraas, VP Education, Camosun College

1. Welcome

- Sherri Bell, Committee Chair extended a warm welcome to all in attendance and expressed grateful acknowledgement of the Coast Salish Territory on which the meeting took place.
- Ray Wolfe presented an overview of the part that Thinkspace has played thus far in the Camosun Film Studio Project

2. Draft Business Case Review

- A high-level overview of the Business Case Report was presented; the purpose of which was to provide committee members with an opportunity to comment, make suggestions and ask questions pertaining to the document.
- Topics addressed in the overview included:
 - **Project context**
 - **Educational programming** - specialized courses to be developed in the subject areas of Production Assistant, gaffing, set design and construction, camera and lighting, hair and makeup, costume design, special effects. There will be strong emphasis on indigenous education

- **Functional programming focusing on education** - digital editing facilities, green screen environments, classrooms, workshops for wardrobe, carpentry and props, equipment staging
- **Functional programming focusing on Film Studio** - 3 sound stages, production offices, support buildings for wardrobe, set decoration storage, special effects & props, mill/paint shop, 'circus' parking, secure and private site
- **Financial Analysis** - preliminary capital budget has been prepared. An operating budget for the studio will be developed by the studio operating proponent once identified
- **Stakeholders** - twenty-one key sector industry stakeholder interviews have been conducted.
- **Operations** - to be managed by a third-party company. Camosun will retain oversight of studio operations through membership in the studio governing body and will be responsible for education operations on site
- **Risk Assessment**
- A question was raised regarding amount of square footage reserved for use as office space in the current plan. Response: approximately 3,000 square feet

3. Next Steps

- The project business case will go before the Board of Governors at an 'In Camera' meeting scheduled to take place on December 6, 2021. A motion will be sought for the board to approve the project in principal.
- Next meeting of the Camosun Film Studio Advisory Committee will take place in mid to late February, 2022
- Camosun's focus early in 2022 will be to increase community engagement.
- Expression of interest conversations will also begin very early in 2022
- Much work will be done to explore ways of funding this project.

4. Adjournment

The meeting adjourned at 10:15am.