



Camosun College Film Studio Project Advisory Committee

June 20, 2022

Meeting Summary

Advisory Committee members:

Lane Trotter, President, Camosun College (Chair)

Fred Haynes, Mayor of Saanich

Murray Rankin, MLA Oak Bay-Gordon Head (absent)

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 and EFO, Finance, Technology and Management Services, MAEST (absent)

Camosun College Resources:

Geoff Wilmschurst, VP Partnerships

John Boraas, VP Education (absent)

Deborah Huelscher, CFO and VP Administration, Camosun College (absent)

Regrets:

Hon. Murray Rankin

John Boraas

Deborah Huelscher

Jason Butler

1. Welcome

Lane Trotter, 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.

2. Studio Development Status Update

Geoff Wilmschurst provided committee members with updates in the following areas:

- a. Legal Review - a step plan has been prepared for procurement and transaction
- b. Site Due Diligence - review process is ongoing (geotechnical, arborist)
- c. Saanich Land Use:
 - a productive meeting was held with members of the District of Saanich Planning Department on May 18, 2022. Topics addressed were zoning amendments and subdivision expectations (2-step process)
- d. Glendale Memorandum of Understanding (MOU) - ongoing (no problems anticipated)
- e. Ministry - a very productive discussion took place on April 14, 2022
- f. First Nations Outreach - several very positive discussions have taken place and more sessions will continue to be regularly organized
- g. Community Outreach - town-hall style information sharing sessions have already taken place and will continue to be regularly organized
- h. Financing - detailed consultation with project lenders was undertaken in May
- i. Budget - work to date is on budget

3. Next Steps and Time-Lines:

- a. At their meeting scheduled to place early this evening, Geoff will seek approval from the College Board of Governors
 - for the College Executive to move forward with discussions with the District of Saanich regarding rezoning and subdivision of the land parcel related to the Film Studio project;
 - for the College Executive to move forward with a Request for Expression of Interest (RFEOI) for the development of education space and Film Studio at Interurban campus;
 - and for the College Executive to move forward with a Request for Proposal process resulting in the development of education space and Film Studio at the Interurban campus.
- b. Upon approval of the above plans, to request of the Ministry release of funding to be used for civil engineering work required, as it relates to access-road planning. This funding will be used exclusively for planning and will not fund any aspect of the road construction which will take place at a later date.
- c. A meeting between Ian Tol and the Saanich Civil Engineering team will be organized to take place as soon as possible, preferably within the next four weeks
- d. It is anticipated that the Request for Expression of Interest document will be ready for finalization and distribution by late July or early August. The document will clearly outline expectations of the structure itself. Lending institutions already approached have expressed a preference to work with proponents who have built film studios before. These people will bring a wealth of knowledge and experience and will understand exactly what the industry needs. That being said, every effort will be made to include clear and explicit language within the RFEOI document that will define college expectations in terms of exterior aesthetics of the structure(s). Mayor Hayne's confirmed that his staff will be available to review the RFEOI document prior to finalization.
- e. Procurement Process - If all goes well, anticipated time-line for this process is that the prequalification step could be initiated late summer/early fall of 2022 followed by the Request for Proposal process beginning late fall/winter of 2022

4. Other Business

- Ministry of Advanced Education and Skills Training (MAEST) requested information sharing on legal agreement and access road planning
- Request will be made for preliminary layout approval (PLA for subdivision of land from Saanich and Glendale)
- Discussions with PISE regarding re-configuring track will be initiated
- Camosun's Professional Studies and Industry Training (PROSIT) is now offering Film Studio micro-credential training. Feedback from this new program has been exceedingly positive.

5. Adjournment

The meeting adjourned at 2:47pm