



NORTH ISLAND COLLEGE BOARD OF GOVERNORS REGULAR MEETING

To be held virtually via Microsoft Teams Meeting

Tuesday September 22, 2026 @ 5:00 pm

AGENDA

	TOPIC	ATTACHMENT	ACTION	TIME
1.	CALL TO ORDER			
1.1	Acknowledgement of First Nations Traditional Territory			
1.2	Oath of Appointment (All Board Members)	✓		
1.3	Declaration of Possible Conflict of Interest			
1.4	Election of Chair			
1.5	Election of Vice Chair			
1.6	Adoption of Agenda		To adopt	
2.	CONSENT AGENDA			
2.1	Minutes of the Regular Board Meeting of June 18, 2026	✓	To approve	
2.2	Correspondence and Information (Agenda item #5)	✓	Information	
3.	REPORTS ON STRATEGIC ACTIVITIES			
3.1	President			
3.1.1	President's Report	✓	Information	
3.2	Vice President, Finance and College Services			
3.2.1	Statement of Financial Information (SOFI) Report	✓	To approve	
3.2.2	FY 26/27 First Quarter Financial Statements	✓	Information	
3.3	Vice President, Academic			
3.3.1	Fiscal Year 2026/27 Credit Enrolment Report		Information	
4.	INFORMATION (attachments)			
4.1	Public Interest Disclosure Report 2025/2026			
4.2	Overdose Prevention and Response: Guidelines for BC's Post-Secondary Sector			
4.3	Order in Council – Reappointment of B. Johnson, B. Turner, C. Moglove, J. Jack, J. Langille, V. White.			
4.4	Ref. 151147 Thank you letter to R. Kishi			
4.5	Commonly used acronyms			

4.6 [Link to Board bylaws](#)

5. NEXT MEETING DATES

5.1 Thursday October 1st and Friday October 2nd
2026: Board Strategic Sessions – Comox Valley
(Board members only)

Regular Meeting – December 3, 2026 at the
Campbell River Campus

6. ADJOURNMENT

6:30 pm



North Island College Board of Governors

Oath of Appointment

I have read and understood the Board's Code of Conduct and Conflict of Interest Bylaw and I agree to comply with all of its terms.

A real, potential or apparent conflict with my duty as a Board Member of the North Island College (NIC or College) may arise because (list below if any):

I, _____ (print name), declare that:

Other than disclosed above, I do not have any relationships or interests that could compromise, or be perceived to compromise, my ability to exercise judgment with a view to the best interests of NIC.

I have read and considered the Code of Conduct and Conflict of Interest Bylaw and agree to conduct myself in accordance with its terms.

I agree to promptly provide an updated Declaration annually or as may be required by changed circumstances.

I sincerely promise and swear that I will truly, faithfully and impartially, to the best of my ability execute the duties and responsibilities of my position as a Board Member of the College.

Signature

Date

BOARD MEMBERS PRESENT

N. Arsenault, Community Member, Comox Valley Region, Chair
A. Brady, Chair, Education Council
T. Bellavia, Acting President & CEO
S. Does, Community Member, Campbell River Region
P. Gaudet, Support Staff Representative
E. Hardin, Faculty Representative
J. Jack, Community Member, Port Alberni Region
J. Langille, Community Member, Comox Valley Region, Vice Chair
B. Johnson, Community Member, North Island Region
C. Moglove, Community Member, Campbell River Region
C. Stavness, Community Member, Comox Valley Region
B. Turner, Community Member, Comox Valley Region
V. White, Community Member, Port Alberni Region
J. Whitehead, Student Representative

REGRETS

A. Ankit, Student Representative

ALSO PRESENT

K. Crewe, Associate Vice President, People, Equity & Inclusion
C. Fowler, Vice President, Finance and College Services
E. Haagerup, Executive Assistant, Leadership Team & Board Operations
K. Haggith, Associate Vice President, College Experience
K. Kuhnert, Vice President, Students & Community Engagement
K. Shopland, Executive Director, Indigenous Education
A. Definney, Manager, Leadership Team Operations
W. Skulmoski, Director, Institutional Research & Planning

GALLERY OBSERVERS

There was one gallery observer in attendance.

1. CALL TO ORDER

N. Arsenault called the meeting to order at 1:01p.m.

1.1 Acknowledgement of First Nations Traditional Territory

N. Arsenault acknowledged that the meeting was being held in the traditional territories of the combined 35 First Nations of the Nuuchah-nulth, Kwakwaka'wakw and Coast Salish traditions, on whose traditional and unceded territories the College's campuses are situated.

1.2 Declaration of Possible Conflict of Interest

N. Arsenault invited any Board members to self-declare if they had an actual, potential or apparent conflict of interest at this time.

No declarations of conflict of interest were made by those present.

1.3 Adoption of Agenda

Moved: S. Dores / Seconded: P. Gaudet: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ADOPT THE REGULAR AGENDA OF JUNE 18, 2026, AS PRESENTED.

Motion carried

2. CONSENT AGENDA

2.1 Minutes of the Regular Meeting of April 16, 2026

2.2 Executive Committee Regular Minutes, June 4, 2026

2.3 Governance & Board Development Committee Minutes, June 4, 2026

J. Whitehead requested that item 2.3 Governance and Board Development Committee Minutes be removed for separate discussion.

2.4 Finance & Audit Committee Regular Minutes, June 5, 2026

2.5 Correspondence and Information (Agenda item #5)

Moved: N. Arsenault / Seconded C. Stavness: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE RECEIVES AND APPROVES THE ITEMS INCLUDED IN THE CONSENT AGENDA OF JUNE 18, 2026, WITH THE EXCEPTION OF ITEM 2.3, WHICH WILL BE DISCUSSED AND CONSIDERED SEPARATELY.

Motion carried

2.3 Governance & Board Development Committee Minutes, June 4, 2026

J. Whitehead proposed that Regular Board meetings be accessible to observers online via Microsoft Teams and that meeting details be provided to the North Island Students' Union, North Island College Faculty Association, and CUPE 3479, with standing invitations extended for in-person or online attendance at open Board sessions.

N. Arsenault thanked J. Whitehead for the proposal and noted that it introduced new items and a new motion that had not been received with supporting documentation for the Board to consider in advance of the meeting. She requested that the matter be referred to the Governance & Board Development Committee and brought forward to a future Board meeting for consideration. As this was a new motion, no amendments to the June 4, 2026 Governance & Board Development Committee meeting minutes were required.

Moved N. Arsenault / Seconded V. White: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE RECEIVES AND APPROVES CONSENT AGENDA ITEM 2.3 GOVERNANCE & BOARD DEVELOPMENT COMMITTEE MINUTES OF JUNE 4, 2026, AS PRESENTED.

Motion carried

3. BOARD BUSINESS

W. Skulmoski joined the meeting at 1:13p.m.

3.1 2025/26 Full-time Equivalent (FTE) Enrolment Report

W. Skulmoski summarized the 2025/2026 Full-time Equivalent (FTE) Enrolment Report, which is an annual reporting requirement to the Ministry of Post-Secondary Education and Future Skills (PSFS). He highlighted the following year-over-year changes compared to 2024/2025:

- Domestic enrolment was flat with a 0% change
- International enrolment is down 41% with a sharp decline from a previous all-time high FTE
- Total enrolment is down 10%, driven by the decline in international enrolment
- Foundation Trades and Apprenticeships was the highest ever with a 4% increase
- Adult Basic Education (ABE) increased by 9%
- Health Programs had its second highest enrolment, down 12% from the previous year

In response to a question as to how waitlisted students were accounted for in enrolment numbers, W. Skulmoski explained that only registered students contribute to enrolment data.

Moved B. Turner / Seconded C. Stavness: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE 2025/26 FINAL FTE ENROLMENT REPORT.

Motion carried

3.2 2025/26 Institutional Accountability Plan & Report (IAPR)

W. Skulmoski presented the 2025/2026 Institutional Accountability Plan and Report, which is an annual reporting requirement from the Ministry of Post-Secondary Education and Future Skills. This report outlines the institution's strategic planning and outcomes, as well as alignment with Ministry directives and mandate letters for both the previous year and the year ahead.

The College achieved 18 out of 21 Accountability Framework performance measures for the 2025/2026 reporting cycle.

Moved S. Dore / Seconded J. Langille: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE INSTITUTIONAL ACCOUNTABILITY PLAN AND REPORT FOR THE 2025/26 REPORTING CYCLE.

Motion carried

W. Skulmoski left the meeting at 1:39p.m.

3.3 BUILD 2026 Strategic Plan and Year 5 Dashboard

T. Bellavia presented the penultimate and final dashboard for the *BUILD* 2026 Strategic Plan and noted that the last five years have seen significant change and growth for the college. On behalf of the Leadership Team, he thanked the faculty, staff and administration who have contributed to *BUILD* 2026. He noted that out of 58 measurables, 52 were completed and 5 are on track; however, 1 measurable is behind. Measurable 2.1.c the "Roadmap for Enhancing Quality Student Learning" will be finalized as part of the next strategic plan.

Moved J. Langille / Seconded P. Gaudet: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE *BUILD 2026* STRATEGIC PLAN AND YEAR 5 DASHBOARD.

Motion carried

3.4 Policy Approval Authority Update Recommendations

N. Arsenault noted that the items in section 3.4 pertain only to changes in approval authority. Review of the associated policies and any revisions will occur following confirmation of the appropriate approval authorities.

3.4.1 Approval Authority Update: Policy 5-02 Media Relations

T. Bellavia presented the recommended approval authority for Policy 5-02 Media Relations change from the Board of Governors to the Leadership Team. The rationale for this change is to ensure coordinately and timely operational oversight of media relations activity.

Moved P. Gaudet/ Seconded B. Turner: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE AMENDMENT OF NIC POLICY 5-02 MEDIA RELATIONS TO CHANGE THE APPROVAL AUTHORITY FROM THE BOARD OF GOVERNORS TO THE LEADERSHIP TEAM.

Motion carried

3.4.2 Approval Authority Update: Policy 1-06 Use of North Island College Developed Materials by Other Users

T. Bellavia presented the recommended approval authority for Policy 1-06 Use of North Island College Developed Materials by Other Users change from the Board of Governors to the Leadership Team. The rationale for this change is to align with information, privacy and records management frameworks, which provide operational and administrative guidance to employees.

In response to a question regarding the development and ownership of materials from the Indigenous Education Council (IEC), K. Shopland noted that once authority approval is updated, this policy would be reviewed and updated to take IEC materials into consideration.

Moved J. Whitehead / Seconded V. White: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE AMENDMENT OF NIC POLICY 1-06 USE OF NIC DEVELOPED MATERIALS BY OTHER USERS TO CHANGE THE APPROVAL AUTHORITY FROM THE BOARD OF GOVERNORS TO THE LEADERSHIP TEAM.

Motion carried

3.4.3 Approval Authority Update: Policy 1-17 Fair Dealing Policy (Copyright)

T. Bellavia presented the recommended approval authority for Policy 1-17 Fair Dealing Policy (Copyright) change from the Board of Governors to the Leadership Team. The rationale for this change is to align with information, privacy and records management frameworks, which provide operational and administrative guidance to employees.

Moved S. Does / Seconded B. Turner: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE AMENDMENT OF NIC POLICY 1-17 FAIR DEALING POLICY

(COPYRIGHT) TO CHANGE THE APPROVAL AUTHORITY FROM THE BOARD OF GOVERNORS TO THE LEADERSHIP TEAM.

Motion carried

3.4.4 Approval Authority Update: Policy 3-28 Intellectual Property

T. Bellavia presented the recommended approval authority for Policy 3-28 Intellectual Property change from the Board of Governors to the Leadership Team. The rationale for this change is to align with information, privacy and records management frameworks, which provide operational and administrative guidance to employees on the use of institutional intellectual property and materials.

Moved B. Johnson / Seconded P. Gaudet: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE AMENDMENT OF NIC POLICY 3-28 INTELLECTUAL PROPERTY TO CHANGE THE APPROVAL AUTHORITY FROM THE BOARD OF GOVERNORS TO THE LEADERSHIP TEAM.

Motion carried

3.4.5 Approval Authority Update: Policy 3-20 Suspension, Relocation or Cancellation of Academic Credentialed Programs

T. Bellavia presented the recommended approval authority for Policy 3-20 Suspension, Relocation or Cancellation of Academic Credentialed Programs change from the Education Council to the Board of Governors. The rationale for this change is to align with the statutory authority of the Board of Governors under the College and Institute Act and reflects established practice in the post-secondary sector in BC.

The Board had a fulsome discussion of the implications of changing the approval authority for this policy and T. Bellavia noted that the Board could still seek advice from Education Council on program decisions. He also noted that once the approval authority was confirmed, revisions to this policy would be brought to the Board of Governors for approval prior to any programs being brought for suspension or cancellation.

Moved J. Whitehead / Seconded S. Dores: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE AMENDMENT OF NIC POLICY 3-20 SUSPENSION, RELOCATION OR CANCELLATION OF ACADEMIC CREDENTIALLED PROGRAMS TO CHANGE THE APPROVAL AUTHORITY FROM THE EDUCATION COUNCIL TO THE BOARD OF GOVERNORS.

Motion carried

4. REPORT ON STRATEGIC ACTIVITIES

4.1 President

4.1.1 Acting President's Report

T. Bellavia acknowledged that the past year had been particularly challenging across the institution and, on behalf of the Leadership Team, expressed appreciation for the work and commitment of employees. This included a budget revision in September 2025, driven by significant declines in international enrolment resulting from federal IRCC policy changes, which required substantial institutional adjustments, including staffing reductions and the subsequent suspension of 15

programs. He advised that the suspended programs are progressing through the final phase of a three-phase review process, with additional updates anticipated in Fall 2026.

4.2 Vice President, Finance & College Services

4.2.1 Fiscal Year 2025/26 Audited Financial Statements

C. Fowler presented the 2025/2026 Audited Financial Statements, noting that the audit letter remains unsigned pending Board approval and execution. He advised that the Finance & Audit Committee reviewed and recommended the statements at its June 5, 2026 meeting. KPMG attended the meeting, presented the Audit Findings Report, and met in camera with Board members.

C. Fowler explained that the Audited Financial Statements show a deficit of \$488,565.00, which is within the approval limit set by the Province. He explained that although the College planned at balanced budget at the outset of fiscal 2025/2026, international enrolment was lower than anticipated and the Board approved a revised budget on September 5, 2025, which included a further reduction in international tuition and a deficit projection of \$2 million.

C. Fowler noted that revenue for fiscal 2025/2026 declined by \$2.4 million, however, there are two additional factors that must be accounted for. The first was an accrual of just under \$1 million related to future wage settlements for unionized staff, as per Ministry direction. The second was an increase of \$1.4 million in revenue from deferred capital contributions, related to capital projects. When these items are adjusted for, NIC's revenues decreased by \$4.8 million.

C. Fowler noted that deficit mitigation measures significantly reduced the projected deficit. J. Langille added that these measures are intended to achieve a structurally balanced budget by 2027/2028.

Moved J. Langille / Seconded B. Johnson: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES NIC'S FISCAL 2025/26 AUDITED FINANCIAL STATEMENTS.

Motion carried

4.2.2 NIC Five-Year Capital Plan

C. Fowler reviewed the College's Five-Year Capital Plan Priorities, which are classified into four categories:

1. New Priority Investments:

- Port Alberni Trades Training Centre (at Rogers St. Campus)
- Comox Valley Health Sciences Building
- Campbell River Future Ready Innovation Centre

2. Student Housing Projects:

- Campbell River Student Housing
- Port Alberni Student Housing

3. Routine Capital Projects:

- Welding Exhaust Systems replacement
- Repurposing space to meet student demand
- Siding and window replacement
- Heat Pump Replacement

The Five-Year Capital Plan was reviewed by the Finance & Audit Committee at its June 5, 2026, meeting and recommended to the Board for approval.

Moved J. Langille / Seconded B. Turner: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVE THE COLLEGE'S FIVE-YEAR CAPITAL PLAN (FY 27/28 to 31/32) FOR SUBMISSION TO THE MINISTRY.

Motion carried

4.3 Chair, Education Council

4.3.1 Education Council Report

A. Brady noted that the Education Council has developed an Academic Governance subcommittee, which will review educational policies and provide recommendations to the Vice President Academic's office, as well as guide academic governance.

5. INFORMATION

The Board received the following information items:

- 5.1 Board Members Roundtable Discussion
- 5.2 150244 - Letter to Public Post-Secondary Institution Board Chairs
- 5.3 Board Workplan 2025/2026
- 5.4 College Highlights – June 2026
- 5.5 Sexualized Violence Prevention and Response Policy Annual Report
- 5.6 Summary of Student Award Candidates, 2025/2026
- 5.4 Commonly used acronyms
- 5.5 Link to Board bylaws and policies

6. NEXT MEETING DATES

- 6.1 Regular meeting – October 1, 2026 at the Comox Valley Campus

7. ADJOURNMENT

MOVED N. Arsenault / SECONDED J. Langille: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE ADJOURN ITS REGULAR MEETING OF JUNE 18, 2026.

Motion carried

Time: 2:50p.m.

N. Arsenault, Board Chair

E. Haagerup, Executive Assistant,
Leadership Team & Board Operations



BOARD OF GOVERNORS – ACTION SHEET

September 22, 2026

Agenda #: 3.1.1

Working together, North Island College builds healthy and thriving communities, one student at a time.

Agenda Item:	President's Progress Report on 2026-2027 Goals and Objectives
Action Required:	Information
Draft Motion/ Recommendation:	N/A

Background

This report provides an update on my 2026/2027 President's Goals and Objectives. The goals and objectives inform the performance evaluation process and are accordingly built on the strategic plan and the government's mandate letter for NIC. The Board of Governors approved the 2026/2027 President's Goals and Objectives at its meeting on April 16, 2026.

The attached progress report outlines the activities and outcomes of the President's administrative leave from May-June 2026. This leave period focused on two of the 2026/2027 objectives:

- 7. CARTI (Centre for Applied Research and Innovation Technology) – Applied Research
- 4. Revenue Generation – New sources of revenue for NIC

Additional details are included in the attachment.

Policy analysis/strategic priority:

Board Governance Authority Matrix – Leadership

Attachments:

President's Progress Report on 2026-2027 Goals and Objectives

Action:

Information

President's Progress Report on 2026-2027 Goals and Objectives

Purpose

This report outlines the activities and outcomes of my administrative leave from May to June 2026.

Background

The President's employment agreement provides for a four-month administrative leave in each 5-year period. The administrative leave must be of mutual benefit to the President and the College and must be approved by the Board Chair or designate in writing. As approved by the Board, this leave was carried over from 2025.

Leave Objectives and Outcomes

The leave focused on two of my 2026-2027 objectives:

7. CARTI (Centre for Applied Research and Innovation Technology)	Applied Research	As the principal investigator, complete the Japanese Canadians on Vancouver Island project as part of administrative leave.
4. Revenue Generation	New sources of revenue for NIC	Develop new lines of business for NIC domestically and internationally.

Centre for Applied Research, Technology and Innovation (CARTI)

Trans-Pacific Reflections on the Grand Forks Japanese Canadian Commemorative Photo Book (1946)

- This book, of which I am a contributing author, was published in the Spring of 2026 and launched at the Nikkei National Museum on May 24, 2026, and at the Wakayama City Civic Library on June 13, 2026.
- As part of the research process, I published the following article in Asian Ethnicity - "Domae, Lisa Kimiko. 2026. "Researching Ourselves – a Community Based Participatory Research Approach to Reproducing the Japanese Residents of Grand Forks Commemorative Photo Album, 1942–46." *Asian Ethnicity*, 1–21.

Japanese Canadians on Vancouver Island project

The Japanese Canadians on Vancouver Island applied research project models how social innovation can drive experiential learning and community development. I am the principal investigator on two grants totaling \$280K for a knowledge creation project that investigates, documents and presents the history of pre-World War II Japanese Canadian settlement on Vancouver Island.

During the leave period, I advanced this project by:

- Serving as the principal investigator and grant holder for the project.
- managing the budget and completing financial and outcomes reporting;

- researching and writing the chapter on the connections between Japan and Canada for the Japanese Canadians of Vancouver Island book;
- researching and writing the chapter on the North Island for the Japanese Canadians of Vancouver Island book;
- writing the section on Courtenay for the chapter on Cumberland, Royston, and Courtenay for the Japanese Canadians of Vancouver Island book;
- coordinating a team of NIC student research assistants who support historical applied research, interviewing, and writing;
- editing all the chapters written by the other authors;
- peer reviewing, *There Once was a Community*, a book about Nanaimo written by Ian Baird, Ph.D.;
- hosting all the researchers at the Comox Valley campus.

International Business Development

Romana Pasca, Executive Director has developed a multi-year plan to renew international education programming that requires my engagement. As the college diversifies its student body in alignment with countries with high study permit approval, NIC is developing deep relationships with Japanese universities. Japanese educational institutions continue to emerge as important partners for NIC in alignment with the federal government's trade diversification targets pointed at the Asia-Pacific. This trip was focused on developing new lines of business, solidifying relationships with administration, and supporting opportunities for students and faculty.

Objectives

The purpose of this trip was to foster key partnerships in the Kansai, Kyushu and Kanto regions of Japan which included:

- securing Wakayama Prefectural Government support for NIC;
- supporting the NIC Japan 2026 field school;
- enhancing student recruitment and developing key relationships at the Kyoto University of Foreign Studies, Wakayama University, Nakamura Gakugen University, and Kapiolani Community College;
- developing high school partners for student recruitment, including Yokohama High School, Wakayama Prefectural High School and Kansai International High School;
- investigating short term programming in response to request from Japanese partners;

I wish to thank the Board of Governors for this opportunity and Tony Bellavia, who acted as President during this first portion of my leave.



NIC Japan 2026 Field School at Grand Forks Book Launch in Wakayama City



Chef Xavier Bauby Culinary Presentation at Nakamura Gakugen University



NIC Field School at Wakayama University



Japanese Canadians of Vancouver Island Researchers' Gathering

BOARD OF GOVERNORS – ACTION SHEET

September 22, 2026

Agenda #: 3.2.1

Working together, North Island College builds healthy and thriving communities, one student at a time.

Agenda Item: Statement of Financial Information (SOFI) Report

Action Required: To approve

Draft Motion/ Recommendation: THAT THE BOARD OF GOVERNORS OF NORTH ISLAND COLLEGE APPROVES THE INFORMATION PREPARED BY THE COLLEGE FOR THE YEAR ENDED MARCH 31, 2026 AS REQUIRED UNDER THE FINANCIAL INFORMATION ACT.

Background/History/Executive summary:

All “public bodies”, which includes the public post-secondary sector, must prepare statements of financial information in accordance with the Financial Information Act, and in the prescribed format. The key reports that are disclosed in the Statement of Financial Information (SOFI) are:

- A report showing each employee earning more than \$75,000;
- A report showing amounts paid to suppliers of goods and services that are more than \$25,000;
- A schedule of Guarantees and Indemnity agreements; and
- NIC’s audited financial statements, which were approved by the Board on June 18, 2026.

The Finance & Audit Committee reviewed and recommend the report to the Board of Governors for approval at its September 22, 2026 meeting.

Policy analysis/strategic priority:

Board Governance Authority Matrix – External Audit and Financial Statements

The SOFI report is prepared in a format directed by the Act as well as procedures prepared by the Ministry of Finance.

Attachments:

1. SOFI report as required under the Financial Information Act.

Action: To approve

NORTH ISLAND COLLEGE

STATEMENT OF FINANCIAL INFORMATION (SOFI)

FOR THE YEAR ENDED MARCH 31, 2026

Financial Information Regulation (FIR) Schedule 1

**NORTH ISLAND COLLEGE
MANAGEMENT REPORT
FIR SCHEDULE 1, SECTION 9 (3)
FOR THE YEAR ENDED MARCH 31, 2026**

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Governors is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises this responsibility. The Board meets with management and the external auditors once a year or as needed.

The external auditors, KPMG, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Financial Information Act. Their examination includes a review and evaluation of North Island College's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Board of Governors.

On behalf of North Island College:

Colin Fowler
Vice President, Finance & College Services
September 22, 2026

Nancy Arsenault
Chair, Board of Governors
September 22, 2026

**NORTH ISLAND COLLEGE
MANAGEMENT REPORT
FIR SCHEDULE 1, SECTION 9 (1)
FOR THE YEAR ENDED MARCH 31, 2026**

The undersigned represents the Board of Governors of North Island College and approves all statements and schedules included in this Statement of Financial Information, produced under the Financial Information Act.

On behalf of North Island College:

Nancy Arsenault
Chair, Board of Governors
September 22, 2026

**NORTH ISLAND COLLEGE
SCHEDULE OF DEBTS
FIR SCHEDULE 1, SECTION 4
FOR THE YEAR ENDED MARCH 31, 2026**

The outstanding debt secured by debt instruments is as follows:

Type	Amount	Interest	Maturity
Bond - Province of British Columbia	6,650,000	4.45%	December 18, 2055

**NORTH ISLAND COLLEGE
SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS
FIR SCHEDULE 1, SECTION 5
FOR THE YEAR ENDED MARCH 31, 2026**

Name

Adobe Inc.
Adobe Systems Incorporated
Alberni Athletic Association
Amazon.com
American Type Culture Collection
Articulate Global, LLC
BC Health Authorities
BorderPass Corporation
British Columbia Hydro and Power Authority
British Columbia Transit
Canadian Internet Registration Authority
Chernoff Thompson Architects
ChildCare BC
City of Courtenay
City of Port Alberni
Comox Valley Regional District
Comox Valley Seniors Village 3 LLP
Co-operative Education and Work Integrated Learning Canada
Evolve
First Nations Health Authority
Frosst Financial Corp.
ISS25 Symposium Secretariat - International Seaweed Symposium 2025
Metro Vancouver Regional District
Minister of Health of Canada
Minister of Post Secondary Education and Future Skills
Minister of Women and Gender Equality and Youth
Ministry of Children and Family Development
Mitacs Inc.
Moneris Solutions Corporation
National Advanced Placement & Prior Learning Program
Naturally Pacific Resort
Nebraska Book Company
Okanagan College
Oracle Canada ULC
Pattison Outdoor Advertising LP
PeopleAdmin Inc.
Providence Living Society
Providence Residential Society
Province of BC
River City Players Society
Rogers Communications Canada Inc.
Ryerson University
SD 71 & City of Courtenay
Shell Energy North America
Sid William Theatre Society
Simon Fraser University
SirsiDynix
Sparkle Solutions Corp.

**NORTH ISLAND COLLEGE
SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS
FIR SCHEDULE 1, SECTION 5
FOR THE YEAR ENDED MARCH 31, 2026**

Name cont'd

StarRez
Synergy Sustainability Foundation dba Synergy Foundation
TD Life Insurance Company
The Business + Higher Education Roundtable
The Canadian Red Cross Society
Tidemark Theatre Society
Tilley's Trucking Ltd.
Tula Foundation
Union of BC Municipalities
Urban Systems Ltd
Vancouver Community College and Member Institutions
VIHA
West Coast Kelp Ltd.

**NORTH ISLAND COLLEGE
SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES
FIR SCHEDULE 1, SECTION 6
FOR THE YEAR ENDED MARCH 31, 2026**

A. Board of Governors

Name	Position	Remuneration	Expenses
Ankit, Ankit	Student Rep	1,000	124
Arsenault, Nancy	Board Chair	2,250	348
Dores, Shelley	Community Rep	2,000	1,132
Jack, John	Community Rep	2,000	-
Johnson, Brenda	Community Rep	1,333	1,214
Kishi, Roger	Community Rep	2,000	149
Langille, Jerad	Vice Chair	2,000	413
Makunike, Kuda	Student Rep	1,000	-
McManus, Taylor	Student Rep	1,000	-
Moglove, Claire	Community Rep	2,000	54
Puetz, Valery	Community Rep	667	-
Stavness, Corinne	Community Rep	2,000	308
Trasolini, Patricia	Community Rep	833	313
Turner, Bruce	Community Rep	1,333	-
White, Victoria	Community Rep	2,000	449
Whitehead, Justin	Student Rep	1,000	68
		24,416	4,572

B. Other Employees > \$75,000

Name	Remuneration	Expenses
Alardah, Naser	114,276	2,261
Alessio, Montana	97,454	9,574
Allison, Melanie	132,337	542
Androschuk, Michael	113,421	11,299
Apperson, David	107,388	1,793
Avender, Paula	104,949	115
Badger, Michelle	148,107	3,035
Bailey, Laura	77,692	525
Baird, Niki	113,421	4,332
Banton-Smith, Samantha	102,044	7,441
Baratto, Julia	86,615	4,837
Batch, Cory	99,893	758
Batho, Catherine	113,421	315
Bauby, Xavier	113,421	6,122
Beaupre, Byron	113,421	4,334
Bellavia, Antonio	211,471	1,106
Bellham, Darin	107,509	7,195
Bennett, Marisa	124,995	11,640

**NORTH ISLAND COLLEGE
SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES
FIR SCHEDULE 1, SECTION 6
FOR THE YEAR ENDED MARCH 31, 2026**

B. Other Employees > \$75,000 cont'd

Name	Remuneration	Expenses
Bennis, Othman	113,421	420
Blaak, Ryan	101,221	2,232
Black, Alisha	113,421	3,883
Black, Casey	163,857	52
Blair, Alexandra	103,226	1,507
Bonneville, Mark	99,025	-
Botica, Jennifer	75,292	9,658
Bottomley, Graysann	100,664	282
Bouras-Somerset, Angela	108,046	-
Bowler, Ray	87,467	1,671
Brady, Aisling	113,422	2,500
Bruderer, Alison	97,361	-
Buchanan, Heather	105,392	1,883
Budisa-Bonneau, Anita	113,422	-
Burch, Jane	75,800	-
Byrne, Allison	92,826	2,744
Caraballo Acosta, Pedro	113,812	4,695
Carpenter, Katherine	102,756	-
Carrel, Alix	113,421	12,678
Charette, Nick	113,879	-
Charles, Melanie	94,709	1,482
Child, Sara	80,262	16,924
Connell, Katrina	113,421	-
Cormie, Gregg	103,254	2,017
Courtney, Emmalene	80,251	1,377
Crewe, Ken	175,990	572
Crouch, Andrew	80,573	-
Cruickshank, Neil	165,825	7,244
Deagle, Heidi	113,883	6,120
Definney, Alana	97,266	332
Deveaux, Natalie	113,421	2,295
DiGiuseppe, Brent	122,972	2,336
Diemer, Jason	113,421	70
Domae, Lisa	247,917	60,864
Dvorak, Chris	113,421	-
Edwards, Jason	91,187	-
Egeland, Erin	135,503	-
Erickson, Murray	117,543	5,683
Evans, Jennifer	103,199	-
Fallis Starhunter, Jennifer	113,421	3,966
Faraklas, Iris	76,562	1,500

**NORTH ISLAND COLLEGE
SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES
FIR SCHEDULE 1, SECTION 6
FOR THE YEAR ENDED MARCH 31, 2026**

B. Other Employees > \$75,000 cont'd

Name	Remuneration	Expenses
Faust, Sandra	113,421	-
Fleck, Susan	140,755	850
Fowler, Colin	204,797	1,880
Gallant, Lynette	113,421	3,013
Gartner, Jacques	113,421	3,000
George, Darren	113,421	5,398
Ghory, Alison	86,854	250
Gibson, Laurie	84,275	615
Girard, Elizabeth	102,049	9,110
Goodliffe, Rachel	113,421	6,205
Goudreau, Kelly	80,107	1,837
Grant, Andrew	76,768	-
Gray, Danean	123,826	374
Guiot, Claire	112,528	5,646
Gus, Wilma	113,229	6,292
Haagerup, Emily	82,461	275
Haggith, Kathleen	181,490	3,008
Hardin, Erik	113,421	2,334
Harris, Wendy	113,421	3,361
Hartman, RaeAnn	139,564	566
Hearnden, Margaret	105,648	2,445
Herringer, Mark	177,204	5,000
Heywood, Kathleen	96,359	-
Hibbert, Britt	120,193	-
Hickey, Sean	113,421	-
Hinman-Smith, Daniel	97,021	3,000
Houghton, Lela	77,886	11,084
Howie, Heather	105,418	-
Jiwaji, Meesbah	141,694	10,716
Johns, David	113,421	1,516
Johnsen, Kelly	100,823	1,323
Johnston, Laura	112,878	10,283
Joseph, Janis	89,113	8,000
Jurado, Robert	104,988	2,787
Karatsikis, Janelle	105,650	3,859
Kennedy, Tina	76,381	1,529
Kenny, Erin	133,200	-
Kerr, Andrea	107,445	12,565
Koehler, Brian	103,618	1,184
Kuhnert, Kathleen	204,654	583
Lachance, Barbara	75,085	-

**NORTH ISLAND COLLEGE
SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES
FIR SCHEDULE 1, SECTION 6
FOR THE YEAR ENDED MARCH 31, 2026**

B. Other Employees > \$75,000 cont'd

Name	Remuneration	Expenses
Laird, Robert	97,288	57
Lawrence, Jeffrey	113,421	-
Lawrence, Sarah	86,352	934
Leclair, Junko	118,746	30,782
Leverick, Ashten	97,725	237
Liang, Zhaowei	75,069	-
Lightfoot, Dennis	113,421	-
Lowey MacKenzie, Kerri	113,421	3,060
Madarasz, Christian	113,421	-
Manning, Christopher	149,499	3,128
Marriott, Judith	113,422	3,089
Mayboudi, Ali	143,151	8,564
McConomy, Erin	113,421	-
McDonald-Shortreed, Kyllie	84,442	553
McElroy, Ryan	113,421	-
McEvoy, Meredith	94,624	1,644
McFarlen, Hollaye	113,147	362
McGillis, Jesse	88,337	1,764
McIntosh, Stephen	113,421	3,295
McKay, Elizabeth	89,257	750
McPherson, Barbara	117,366	5,042
Meiers, Janice	155,122	1,223
Merry, Donna	132,545	12,551
Michaud, Laurie	113,421	750
Milligan, Sandra	113,939	2,857
Moreau, Jocelyn	112,239	4,932
Mossop, Laurie	83,338	3,168
Mun, Monica	89,981	1,521
Nadon, Francois	93,685	1,753
Nagel, Rhianna	106,522	14,628
Nagy, Melanie	128,315	7,480
Nawaz, Shamaila	108,508	1,290
Neumann, Amber	87,123	-
Newton, Diane	124,304	3,568
Newton, Sean	113,313	3,000
O'Connell, Cheryl	98,270	1,142
O'Doherty, John	122,734	747
O'Toole, Catherine	75,622	2,075
Paquet-Combe, Marie-France	113,421	2,424
Parkinson, William	113,421	155
Pasca, Romana	129,733	32,418

**NORTH ISLAND COLLEGE
SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES
FIR SCHEDULE 1, SECTION 6
FOR THE YEAR ENDED MARCH 31, 2026**

B. Other Employees > \$75,000 cont'd

Name	Remuneration	Expenses
Perron, Linda	113,422	-
Petersen, Erin	87,270	364
Petr, Trevor	113,421	1,634
Plautz, Karl	113,421	2,232
Pope, Amanda	102,540	3,261
Price, Angela	112,545	6,331
Price, Michelle	87,367	821
Propp, Danita	113,421	124
Racey, Catherine	113,421	3,226
Ralph, Colin	97,725	1,577
Robertson-Ricard, Mark	78,424	-
Rowes, Amy	113,421	9,396
Roy, Vicky	112,989	10,717
Russell, Elizabeth	90,901	2,349
Schiller, Suzanne	113,421	6,018
Schmidlin, James	77,376	177
Scholtz, Antonie	113,882	525
Shopland, Kelly	143,514	18,878
Sihota, Jasmail	76,016	69
Simms, Michelle	110,459	4,114
Simpson, Nadine	110,478	-
Skulmoski, Wes	128,731	177
Somvanshi, Rishi	103,805	2,553
Stratford, James	113,229	1,486
Stroeder, Amber	83,291	-
Tabata, Naomi	141,323	19,866
Tilston, Caroline	79,010	6,740
Trudel, Anthony	113,216	14,095
Tulloch, Laurie	113,229	1,082
Udy, Christopher	91,994	-
Van Der Merwe, Jaylene	101,690	2,940
Van Orden, Meindert	116,873	2,605
Vipond, Sara	94,366	4,000
Walker, Robert	98,962	3,778
Ward, Kyle	113,421	1,560
Wheatley, Aimee	122,214	2,175
Wheatley, Matthew	113,421	-
Whitton, Craig	143,273	595
Willers, Michael	79,777	-
Wilson, Megan	113,421	7,437
Wilson, Sherri	95,349	1,869

**NORTH ISLAND COLLEGE
SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES
FIR SCHEDULE 1, SECTION 6
FOR THE YEAR ENDED MARCH 31, 2026**

B. Other Employees > \$75,000 cont'd

Name	Remuneration	Expenses
Wrye, Jennifer	113,421	-
Yells, Bryan	135,859	5,097
Yeudall, Sabrina	123,214	2,222
Zeinert, Logan	93,053	13,848
Zhao, Chunxiao	113,421	375
	20,741,242	691,355

C. Other Employees < \$75,000

Consolidated Remuneration / Expenses < \$75,000	15,786,559	335,917
TOTAL	36,552,217	1,031,844

**NORTH ISLAND COLLEGE
STATEMENT OF SEVERANCE AGREEMENTS
FIR SCHEDULE 1, SECTION 6(7)
FOR THE YEAR ENDED MARCH 31, 2026**

There were four new severance agreement made between North Island College and its non-unionized employees during the fiscal year of 2025/2026

These agreements represents a total of 30 months of gross salary

**NORTH ISLAND COLLEGE
SCHEDULE OF PAYMENTS FOR GOODS OR SERVICES
FIR SCHEDULE 1, SECTION 7
FOR THE YEAR ENDED MARCH 31, 2026**

A. Payments >\$25,000

Name	Payment
Adam's the Tarp & Tool Co. Ltd	26,586
Ainsworth Inc	242,126
Alberni Valley Refrigeration	69,152
Amazon	50,829
Apply Board (Easy Education Inc.)	43,186
Aurora Roofing Ltd	24,990
Baiocco Ventures Ltd	41,150
BC Air Filter Ltd	50,431
BC Electronic Library Network	131,134
BC Federation of Students	43,980
BC Hydro	303,158
BC Pension Corp	3,361,736
BC Transit	63,748
BCIT	24,954
BCNET	649,931
Bee-Clean Building Maintenance	194,861
Blackbird Security	201,522
Blue Robotics Inc	42,952
Boyden Canada (West) Inc	31,075
Busch Systems	32,934
Canadian Standards Association	22,249
Charter Telecom	54,987
Chase Paymentech	182,069
City of Courtenay	110,395
City of Port Alberni	168,524
Comox Valley Art Gallery	82,608
Compugen Inc	865,633
Compugen Inc (USA)	31,450
Controlled Air Heating And Cooling Ltd	126,000
Dale's Plumbing And Mechanical Ltd	24,364
Dependable Lawn Care Ltd	81,334
Designed Air Systems Ltd	38,598
Dexterra Integrated Facilities Management	252,765
Dialog BC Architecture	106,900
Digitel Systems	30,365
Dzawada'enuxw First Nation	41,201
Elimu International Education Connection	46,343
Ellucian Inc	60,912
Explorance	33,888

**NORTH ISLAND COLLEGE
SCHEDULE OF PAYMENTS FOR GOODS OR SERVICES
FIR SCHEDULE 1, SECTION 7
FOR THE YEAR ENDED MARCH 31, 2026**

A. Payments >\$25,000 (continued)

Name	Payment
Footprints Security Patrol Inc	129,932
Fortis BC	135,568
Frame & Associates	34,424
Frosst Financial Corp	111,871
G&G Roofing Ltd	806,148
Gardaworld Cash Services Canada Corporation	35,982
Griffin Painting Ltd	110,122
Grow Tree Care	47,400
Harvest Right, LLC	20,515
Helmsmen Contracting Ltd	30,572
Hemlock Printers Ltd	22,865
Hill-Rom Canada	139,667
Hitec Printing Inc	57,865
Hoskin Scientific Ltd	22,640
Houle Electric	444,471
Hyland Software Canada Ulc	21,926
Ian Baird	27,053
Ibarra & Wharton Group Inc	26,822
IDP Education Ltd	35,579
Illume Student Advisory Services Inc	96,184
Industrial Plankton	68,356
Jolly Good Multimedia	21,284
Kevin's Lawn Care	52,004
Kicking Horse Consulting Inc	28,718
Kinetic Construction Ltd	6,951,505
Kings Printer	52,447
KPMG LLP	55,843
Langara	32,775
Leighton Contracting	21,179
Linde Canada Inc	80,222
Manulife Financial	3,663,347
Mathew Collings	21,000
McQueen Construction Ltd	488,115
Microserve	531,802
Minister of Finance EHT	726,392
Ministry of Energy And Climate Solutions	28,455
Modern Campus CA, Inc	39,552
Modern Campus USA Inc	24,784
Modern Niagara Building Services Inc	47,608

**NORTH ISLAND COLLEGE
SCHEDULE OF PAYMENTS FOR GOODS OR SERVICES
FIR SCHEDULE 1, SECTION 7
FOR THE YEAR ENDED MARCH 31, 2026**

A. Payments >\$25,000 (continued)

Name	Payment
Nelson Roofing & Sheet Metal Ltd	343,836
Nicho Tan Consulting Inc	44,269
Nova Scotia Community College	38,454
On the Side Painting	23,304
Osprey Electric Ltd	37,127
Paladin Security Group Ltd	28,109
Pamela A. Mitchell	25,000
Peak Landscaping	42,346
Post-Secondary Employers' Association	36,750
Powerschool Canada	24,079
Prismrbs	46,662
Providence Living	221,412
Provincial Treasurer	147,963
Quadiant Canada Ltd	20,676
Receiver General for Canada	2,195,319
Ricoh Canada Inc	51,432
Roper Greyell LLP	127,715
Ryan Rd Hospitality Group	65,273
S.M.S. Summit Mechanical Systems Ltd	394,603
Safecare BC	23,220
School District #72	176,833
Scotiabank Visa	1,327,777
Servitech Training Ltd	49,350
Signature West Floor & Window Fashions Inc	26,802
Skyblue Cleaning Corp	435,293
Southern Law LLP	25,626
SSA Quantity Surveyors Ltd	27,090
Stantec Architecture Ltd	244,942
Staples Business Advantage	732,847
Starrez Inc	47,698
Start Global Consulting	22,630
Steve Marshall Motors 1996 Ltd	95,363
Super Save Disposal	48,379
Sysco Victoria	230,047
TELUS Mobility	138,616
Towne Millwork Ltd	73,326
Troy Fire & Life Safety Ltd	69,190
Tyco Integrated Fire And Security	49,726
Uline Canada	51,183

**NORTH ISLAND COLLEGE
SCHEDULE OF PAYMENTS FOR GOODS OR SERVICES
FIR SCHEDULE 1, SECTION 7
FOR THE YEAR ENDED MARCH 31, 2026**

A. Payments >\$25,000 (continued)

Name	Payment
Urban One Design Build Inc	19,730,876
Vancouver Island Enterprises	26,009
Vancouver Island Varsteel	38,304
West Coast Kelp Ltd	37,997
Westshore Law	25,879
WorkSafe BC	93,499
	<u>51,046,845</u>

B. Consolidated Payments <\$25,000

2,429,571

C. Grants & Contributions

Consolidated Payments for Grants & Contributions > \$25,000	-
Consolidated Payments for Grants & Contributions < \$25,000	-
	<u>-</u>

TOTAL

\$ 53,476,416

**NORTH ISLAND COLLEGE
RECONCILIATION TO FINANCIAL STATEMENTS
FIR SCHEDULE 1, SECTION 6 & 7
FOR THE YEAR ENDED MARCH 31, 2026**

Prepared Under Financial Information Regulation, Schedule 1, Section 6 and 7

Statement of Financial Information

Total Schedule of Employee Remuneration and Expenses	36,552,217
Total Schedule of Suppliers of Goods and Services (includes Grants)	53,476,416

Total Financial Information Act Submission	\$ 90,028,633
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Reconciling items

Capital fund expenditures not included in the Statement of Operations	(31,054,938)
Amortization of Capital Assets	5,622,265
Accrual Timing, Tax and other Differences	4,317,527
GST Rebates and Recoveries	(2,332,934)
Scholarships and Bursaries paid to Students	1,252,152
	\$ 67,832,705

Total Statement of Operations, Audited Financial Statements	\$ 67,832,705
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Explanation in terms of sections 7(1c) of the Financial Information Regulation:

The consolidated total differs from the related figures in the financial statements at March 31, 2026 for the following reason:

a) The financial statements are compiled on an accrual basis in accordance with generally accepted accounting principles whereas the consolidated total shows payments made during the fiscal year.



BOARD OF GOVERNORS – ACTION SHEET

September 22, 2026

Agenda #: 3.2.2

Working together, North Island College builds healthy and thriving communities, one student at a time.

Agenda Item: 1st Quarter FY 26-27 Financial Statements

Action Required: For Information

**Draft Motion/
Recommendation:** Not Applicable

Background/History/Executive summary:

Each quarter North Island College prepares a set of financial statements in the same format as the year-end audited financial statements (excluding the notes). The first 3 months of the fiscal year are a time when revenues are lagging due to the cyclical nature of NIC's operations. This generally drives a deficit in the 1st Quarter, which is what we are seeing this year. The deficit of \$1.27 million is down from \$1.36 million from the 1st quarter of last year.

The first quarter statements tend not to be instructive for predicting the annual results due to the cyclical nature of NIC's operations. The first 3 months of the year pick up very little tuition revenue but expenses don't tend to follow the same cyclical pattern. The result is that even in years when the College returns balanced results, the 1st and generally the 2nd quarter results return deficits.

NIC's forecast for the 1st quarter of FY 26/27 is unchanged from the board-approved budget. A deficit of \$0.650 million is still anticipated, and we will continue to monitor results and update the board as the year progresses. The College plans to balance the budget in FY 27/28.

The Finance & Audit Committee reviewed the FY 26/27 first quarter financial statements in advance of the September 22, 2026 Board of Governors meeting.

Policy analysis/strategic priority:

Board Governance Authority Matrix – Quarterly Financial Statements

Attachments:

1. 1st Quarter 26/27 financial statements.

Action: For Information

**NORTH ISLAND COLLEGE
FINANCIAL STATEMENTS
For the three months ended June 30, 2026 and 2025**

North Island College
Index to the Financial Statements
For the three months ended June 30, 2026 and 2025

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Schedule 1 - Schedule of Expenses by Object	6

North Island College
Statement of Financial Position
As at June 30, 2026 and 2025

	June 2026	June 2025
Financial assets		
Cash and cash equivalents	\$ 5,854,568	\$ 3,313,037
Accounts receivable	910,515	961,016
Due from government organizations	2,213,897	290,688
Inventories held for resale	273,838	420,463
Portfolio investments	<u>14,621,156</u>	<u>16,848,259</u>
	23,873,974	21,833,463
 Liabilities		
Accounts payable and accrued liabilities	11,011,720	9,902,868
Due to government organizations	351,699	605,083
Employee future benefits	839,641	1,013,500
Deferred revenue	1,226,135	397,500
Deferred contributions	13,834,341	13,373,282
Deferred capital contributions	119,175,988	104,312,411
Debt	<u>6,547,362</u>	<u>-</u>
	152,986,886	129,604,644
 Net financial assets (net debt)	(129,112,912)	(107,771,181)
 Non-financial assets		
Tangible capital assets	133,866,831	111,835,835
Prepaid expenses	<u>192,742</u>	<u>216,757</u>
	134,059,573	112,052,592
 Accumulated surplus	<u>\$ 4,946,661</u>	<u>\$ 4,281,411</u>
 Accumulated surplus is comprised of:		
Accumulated surplus	\$ 2,502,255	\$ 2,908,153
Accumulated remeasurement gains (losses)	<u>2,444,406</u>	<u>1,373,258</u>
	<u>\$ 4,946,661</u>	<u>\$ 4,281,411</u>

North Island College
Statement of Operations and Accumulated Surplus
For the three months ended June 30, 2026 and 2025

	Budget 2027	% of Budget	June 2026	June 2025
Revenue				
Province of British Columbia				
Base Operating grant	\$ 36,558,759	24	\$ 8,883,701	\$ 8,620,638
Industry Training Authority grant	3,356,730	22	725,369	663,368
Routine capital	195,000	67	130,000	40,348
Leases	458,373	25	115,253	114,620
Aboriginal service plan	250,000	21	53,201	182,916
Literacy grants	-		-	-
Student aid	708,200	4	27,909	22,300
Educational partnerships	639,000	24	153,118	84,750
Province of BC contracts	<u>443,200</u>	5	<u>22,677</u>	<u>74,378</u>
	42,609,262	24	10,111,228	9,803,318
Government of Canada	1,324,255	12	165,097	135,348
Tuition and student fees	8,141,479	29	2,351,974	4,030,856
Contract services	2,546,706	19	480,633	408,548
Sales of goods and services	2,900,000	18	515,899	174,420
Investment income	500,000	30	148,541	126,644
Realized gain(loss) from investments	300,000		-	(9,839)
Other income	1,782,201	21	366,271	238,101
Revenue recognized from deferred capital contributions	<u>5,000,432</u>	25	<u>1,231,502</u>	<u>914,965</u>
	65,104,335	24	15,371,145	15,822,361
Expenses (Schedule 1)				
Instructional and non-sponsored research	59,149,238	26	15,653,666	16,518,079
Ancillary services	2,780,532	22	620,567	345,081
Sponsored research	1,877,585	18	342,905	262,857
Special purpose	<u>1,947,450</u>	2	<u>31,815</u>	<u>56,819</u>
	65,754,805	25	16,648,953	17,182,836
Surplus for the year	(650,470)		(1,277,808)	(1,360,475)
Accumulated surplus, beginning of period	<u>4,268,628</u>		<u>3,780,063</u>	<u>4,268,628</u>
Accumulated surplus, end of period	\$ <u>3,618,158</u>		\$ <u>2,502,255</u>	\$ <u>2,908,153</u>

North Island College
Statement of Remeasurement Gains and Losses
For the three months ended June 30, 2026 and 2025

	June 2026	June 2025
Accumulated remeasurement gains, beginning of period	\$ 1,460,018	\$ 1,088,580
Unrealized gains (losses) attributed to:		
Pooled funds	984,388	274,839
Amounts reclassified to the statement of operations:		
Realized gain on pooled funds	<u>-</u>	<u>9,839</u>
Remeasurement gains(losses) for the period	984,388	284,678
Accumulated remeasurement gains (losses), end of period	<u>\$ 2,444,406</u>	<u>\$ 1,373,258</u>

North Island College
Statement of Cash Flows
For the three months ended June 30, 2026 and 2025

	June 2026	June 2025
Cash provided by (used in):		
Operations		
Surplus for the period	\$ (1,277,808)	\$ (1,360,475)
Items not involving cash:		
Amortization of tangible capital assets	1,547,128	1,171,807
Revenue recognized from deferred capital contributions	(1,231,502)	(914,965)
Change in employee future benefits	(142,734)	-
Gain on sale of tangible capital assets	-	-
Amortization of debt discount	877	-
Change in non-cash operating working capital:		
Decrease (increase) in accounts receivable	(11,366)	(141,509)
Decrease (increase) in due from government organizations	615,131	1,618,463
Decrease (increase) in prepaid expenses	264,503	110,933
Decrease (increase) in inventories held for resale	(50,857)	(43,270)
Increase (decrease) in accounts payable and accrued liabilities	1,388,354	(2,706,973)
Increase (decrease) in due to government organizations	(402,115)	(154,904)
Increase (decrease) in deferred revenue	(1,114,134)	(2,425,999)
Increase in non-capital contributions	<u>40,492</u>	<u>(111,793)</u>
Net change in cash from operating activities	903,777	(3,598,210)
Capital activities		
Cash used to acquire tangible capital assets	(2,877,339)	(5,903,691)
Increase in deferred capital contributions	<u>3,100,000</u>	<u>9,227,799</u>
Net change in cash from capital activities	222,661	3,324,108
Investing activities		
Decrease (increase) in investments	(1,084,575)	(364,430)
Net remeasurement gains (losses)	<u>984,388</u>	<u>284,678</u>
Net change in cash from investing activities	(100,187)	(79,752)
Net change in cash and cash equivalents	(251,557)	(1,714,329)
Cash and cash equivalents, beginning of period	<u>6,106,126</u>	<u>5,027,367</u>
Cash and cash equivalents, end of period	<u><u>\$ 5,854,568</u></u>	<u><u>\$ 3,313,037</u></u>

North Island College
Statement of Changes in Net Financial Assets (Net Debt)
For the three months ended June 30, 2026 and 2025

	Budget 2027	June 2026	June 2025
Surplus for the year	\$ -	\$ (1,277,808)	\$ (1,360,475)
Acquisition of tangible capital assets	-	(2,877,339)	(5,903,691)
Amortization of tangible capital assets	6,152,665	1,547,128	1,171,807
Gain on sale of tangible capital assets	-	-	-
Proceeds on sale of tangible capital assets	<u>-</u>	<u>-</u>	<u>-</u>
	6,152,665	(1,330,211)	(4,731,884)
Acquisition of prepaid expenses	-	-	(325,136)
Use of prepaid expenses	<u>-</u>	<u>264,503</u>	<u>436,069</u>
	-	264,503	110,933
Net remeasurement gains (losses)	-	984,388	284,678
Change in net financial assets (net debt)	6,152,665	(1,359,128)	(5,696,748)
Net debt, beginning of period	<u>(127,753,784)</u>	<u>(127,753,784)</u>	<u>(102,074,433)</u>
Net debt, end of period	<u><u>\$ (121,601,119)</u></u>	<u><u>\$ (129,112,912)</u></u>	<u><u>\$ (107,771,181)</u></u>

North Island College
Schedule 1 - Schedule of Expenses by Object
For the three months ended June 30, 2026 and 2025

	Budget 2027	% of Budget	June 2026	June 2025
Expenses				
Salaries and benefits	\$ 45,386,025	25	\$ 11,273,051	\$ 12,114,190
Other personnel costs	835,070	46	385,525	322,646
Advertising and promotion	628,014	22	138,262	202,568
Books and periodicals	171,488	33	56,432	53,385
Cost of goods sold	623,500	15	95,849	94,828
Equipment costs	2,428,383	58	1,396,423	1,444,170
Facility costs	3,702,722	21	762,928	779,901
Financial service charges	554,478	23	125,442	40,081
General fees and services	1,361,606	19	264,361	267,836
Student awards	1,949,950	2	30,798	53,096
Supplies and general expenses	1,107,979	32	349,419	294,197
Travel	852,925	26	223,336	337,631
Donations to NIC Foundation	-	-	-	6,500
Amortization of tangible capital assets	<u>6,152,665</u>	25	<u>1,547,128</u>	<u>1,171,807</u>
	<u>\$ 65,754,805</u>	25	<u>\$ 16,648,954</u>	<u>\$ 17,182,836</u>

Public Interest Disclosure Act Report 2025-2026

Introduction

The [Public Interest Disclosure Act](#) (PIDA) provides a framework for employees and former employees to report serious wrongdoing in or relating to public sector organizations, including post-secondary institutions, with legislated protection from retaliation.

The five categories of wrongdoing under the Act are:

- a serious act or omission that, if proven, would constitute an offence under an enactment of British Columbia or Canada;
- an act or omission that creates a substantial and specific danger to the life, health or safety of persons, or to the environment, other than a danger that is inherent in the performance of an employee's duties or functions;
- a serious misuse of public funds or public assets;
- gross or systemic mismanagement;
- knowingly directing or counselling a person to commit any act or omission described above.

North Island College (NIC) is committed to maintaining the highest standards of ethical conduct and promoting a culture of honest, transparent, and accountable behaviour.

[NIC Policy 1-23 Public Interest Disclosure \(Whistleblower\)](#) approved by the NIC Board of Governors in April 2024, establishes procedures for receiving, investigating, and reporting disclosures while protecting the privacy of all parties involved. Employees are encouraged to report wrongdoing, as defined under PIDA and this policy, in accordance with this policy and its associated procedures.

Supporting resources, including the *Public Interest Disclosure Act (PIDA) FAQs for NIC Employees* and the *NIC PIDA Process Map*, have been developed to assist employees in understanding and applying this policy and its procedures.

Annual Report

PIDA requires public sector organizations to report annually on the disclosures received relating to those organizations, whether the disclosures were investigated, and the outcomes of those investigations. In accordance with PIDA, the following information is reported for NIC:

Report – January 1, 2025 – June 30, 2026

PIDA Section 38(1)	
Disclosures of wrongdoing in respect of NIC	1

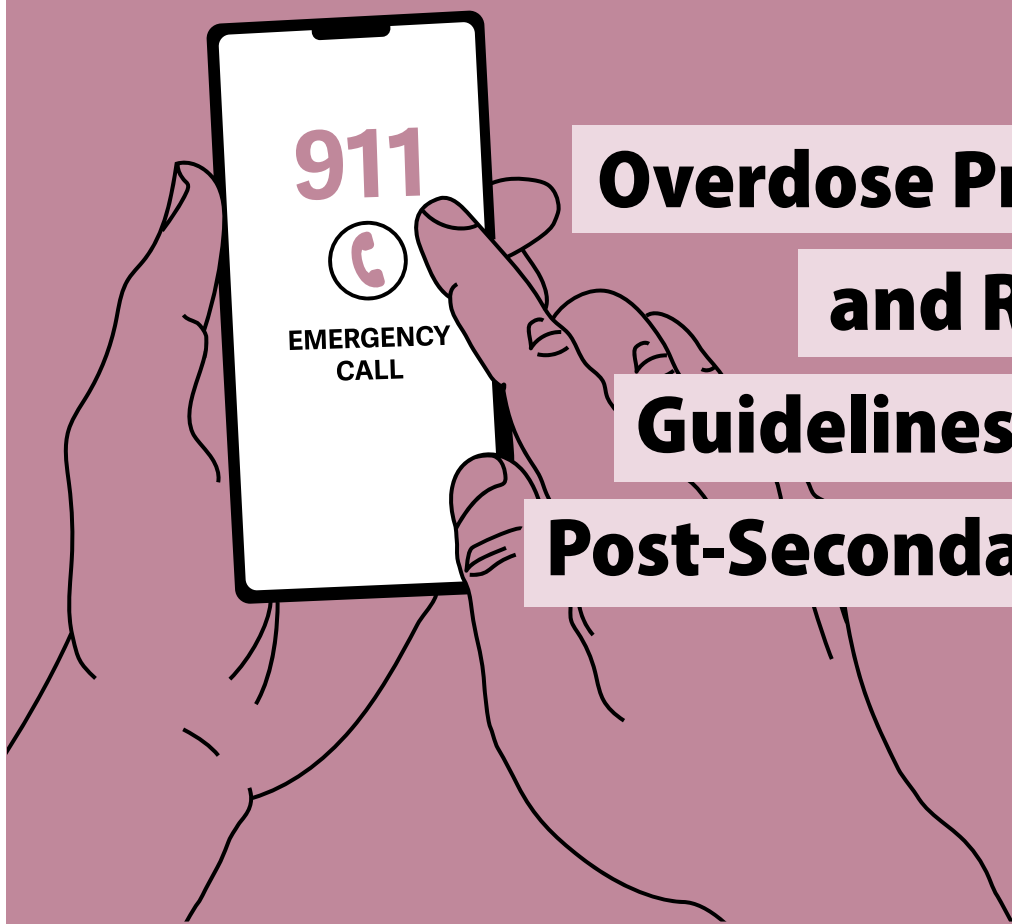
Section 38(2)	
(a) the number of disclosures received, including referrals of disclosures from the BC Ombudsperson and other government bodies	1
the number of disclosures acted upon	0
the number of disclosures not acted upon*	1
(b) the number of investigations commenced as a result of a disclosure	0
(c) in the case of an investigation that results in a finding of wrongdoing (i) a description of the wrongdoing (ii) any recommendations, including those made by the Ombudsperson (iii) any corrective action taken in relation to the wrongdoing or the reasons why no corrective action was taken N/A	
(d) any other information prescribed by regulation N/A	

*Disclosures did not meet the definition of wrongdoing under PIDA and were reviewed and addressed through alternative NIC policies.

Report prepared by:



Clayton Whitney
Associate Vice President, People, Equity & Inclusion
NIC Designated Officer



**Overdose Prevention
and Response:
Guidelines for B.C.'s
Post-Secondary Sector**

Spring 2026 Edition

Acknowledgements

The Overdose Prevention and Response Guidelines were developed through the collaborative efforts of the Overdose Prevention and Response Steering Committee, and they reflect the perspectives of post-secondary institutions, B.C. Centre for Disease Control, First Nations Health Authority, the Office of Provincial Health Officer and various other ministries. The Guidelines were first published in 2024, and have been revised for 2026. The Guidelines are ready for implementation by post-secondary institutions for the beginning of the Fall 2026 semester.

Steering Committee

Kim Horn [Co-Chair]

Assistant Deputy Minister, Executive Financial Officer
Ministry of Post Secondary Education and Future Skills

Dr. James Mandigo [Co-Chair]

President and Vice Chancellor
University of the Fraser Valley

Dr. Alexis Crabtree

Medical Lead, Harm Reduction and Substance Use Services
B.C. Centre for Disease Control

Christie Wall

Policy Lead, Harm Reduction and Substance Use Services
B.C. Centre for Disease Control

Tara Szerencsi

VP Finance and Corporate Services
College of New Caledonia

Kristi Simpson

VP Finance and Operations
University of Victoria

Andrew Parr

VP Students (Pro Tem)
University of British Columbia

Ross Hayward

Assistant Deputy Minister, Substance Use,
Treatment and Recovery
Ministry of Health

Dr. Bonnie Henry

Provincial Health Officer
Ministry of Health

Haley Miller

Senior Advisor, Public Health Policy
Ministry of Health

Lacey Jones

Director, Toxic Drug Response
First Nations Health Authority

Kathy Riyazi

Manager, Population Health Data and Reporting
First Nations Health Authority

Dr. Nolan Hop Wo

Medical Officer, Mental Health and Wellness
First Nations Health Authority

Evan Howatson

Executive Director, Overdose Response
Ministry of Health

Kashi Tanaka

Executive Director, Post Secondary Operating
and Emergency Support
Ministry of Post Secondary Education and Future Skills

Purpose of the Guidelines

In 2016, the Province of British Columbia declared a public health emergency in response to a significant increase in drug-related overdoses and deaths. This toxic drug crisis, primarily driven by a highly potent and unregulated supply of illicit drugs, remains a complex and evolving issue. Since the crisis was declared, more than 16,000 lives have been lost in B.C. due to toxic drugs, with fentanyl—a synthetic opioid—detected in approximately 80% of unregulated drug deaths each year¹. Fentanyl's presence is not limited to opioids but has also been found in stimulants and depressants, often mixed with benzodiazepines, leading to symptoms consistent with overdose. A tiny amount of fentanyl, equivalent to three grains of salt, can cause a fatal overdose, especially in first-time users.

Given the gravity of the toxic drug crisis, all of B.C.'s 25 public post-secondary institutions (PSIs) are encouraged to develop overdose prevention and response strategies tailored to their unique communities. These strategies should build on existing frameworks and leverage best practices from within and outside of B.C. The guidelines provided here are designed to assist PSIs in preventing drug overdoses and responding effectively in the event of a suspected overdose on campus.

Raising awareness of the toxic drug crisis and responding quickly to suspected overdoses are critical to saving lives. Many students attending PSIs are in an age group that is particularly vulnerable, with recent data indicating that 50% of all deaths among B.C. residents aged 19 to 39 were due to illicit drug toxicity².

These guidelines were created to support PSIs as they continue to refine their own Overdose Prevention and Response Plans (OPRP). Dedicated OPRPs remain a valuable tool for addressing this issue. PSIs are encouraged to maintain a dedicated site on their public institutional webpage to serve as a resource and where they can post their OPRP in accordance with the guidelines outlined in this document.

Addressing this crisis over the past decade has required collective, culturally safe, multi-setting, community-wide approaches. By implementing these guidelines together with health and other partners, PSIs can take a leadership role in preventing deaths and educating leaders of the future on overdose prevention and response.

IMPORTANT CONSIDERATIONS:

People use unregulated drugs for a wide variety of personal reasons. While the rationale for using unregulated drugs does not mitigate the associated risks, it is important to understand these drivers and to shape communication about risks in a way that is relevant for the community in question, meets people where they are, and is based in harm reduction.

The historical and ongoing impacts of colonialism include intergenerational trauma, institutional racism, as well as the disruption of language and culture, which continue to permeate both the academic and non-academic setting. Through strength and resilience, Indigenous Peoples continue their healing journeys, including through the pursuit of post-secondary education. It is important to acknowledge that recent data indicates that First Nations people died of drug poisonings at 5.4 times the rate of other B.C. residents in 2025, a decrease from 6.5 times in 2024³. This data is provided, not to further stigmatize Indigenous Peoples, but to highlight the important work that needs to continue with local First Nations on harm reduction strategies that are culturally safe, respect their right to self-determination and seek to reconcile the lasting harm of colonial laws, policies, and practices on Indigenous Peoples.^{1,2}

It is strongly recommended that institutions work closely with First Nations on whose territory they are located to develop OPRPs. First Nations are another level of government, and it is critical that public PSIs, as provincial entities, work closely with First Nations on all matters that impact their communities. This is in keeping with the spirit and intent of the *Declaration on the Rights of Indigenous Peoples Act*, the Truth and Reconciliation Commission Calls to Action, and the broader commitments of the Province to First Nations.

The latest B.C. Coroners Service findings reported that approximately 20% of drug poisoning deaths occurred amongst those who worked in trades, transportation or as equipment operators. This highlights an important opportunity to educate students and PSI employees about the elevated risks of drug poisoning in trades environments.⁴

Most unregulated drug deaths in 2024 occurred indoors (48% in private homes and 35% inside public/community indoor settings)⁵. It is important to be aware of the elevated risks of drug poisoning for students living in on-campus housing and to ensure that they are aware of what to do to support someone in the event of a suspected overdose.

While most reported deaths due to toxic drug overdoses occur in large urban centres, rural communities across B.C. have also experienced high incidences of drug-related deaths¹. Not all rural settings have access to the same harm reduction supports (e.g., opioid agonist therapy prescribers and drug testing sites) as urban centres. PSIs located in rural settings should work with their local health authority on how best to increase awareness of and access to harm reduction supports.

Guidelines for Post-Secondary Institutions

Overdose Awareness

Institutions have varied welcome programs that are tailored to their unique circumstances. Inclusion of toxic drug crisis related information in the OPRP will require customization, but basic principles for consideration include:

- All students, particularly incoming students, should be provided with information that enhances their awareness of the toxic drug crisis in B.C. and in the region. Messaging should be tailored to groups who may be at higher risk in the campus community.
- Information provided should be standardized as much as possible, leveraging existing provincial materials and programs. A student who transfers from one B.C. institution to another should see similar messaging.
- Emphasize that no unregulated drug is safe, and prescription medications or unfamiliar medications should also be treated with caution.
- Promote awareness of available resources, such as:
 - » Services that can help people manage their mental health and reduce or stop drug use (e.g., *HelpStartsHere*, *Opioid Treatment Access Line*).
 - » Overdose prevention sites (e.g., *RespondToOverdose*) and virtual overdose prevention services (e.g., *Lifeguard*, *National Overdose Response Service*).
 - » Supervised consumption services.
 - » Drug checking services.
 - » Treatment and recovery services that may be available on campus or within the broader regional community.
- Institutions are encouraged to provide awareness materials to students and employees on the toxic drug crisis, availability of personal take home naloxone kits from local distribution sites, self-help materials available through *Toward the Heart* and *HelpStartsHere*, the use of Automatic External Defibrillators (AEDs), and other relevant information.

Welcome packages and orientations can provide an initial surge of information, and PSIs will need to use judgement to avoid information overload. In addition to general awareness, information regarding recognition and response to an overdose is a critical element of the OPRP. Considerations include:

- Promote the following key items within the campus community:
 - » Recognition of the signs and symptoms of an overdose.
 - » Requirement to call 9-1-1 immediately, and where feasible contact campus emergency response.
 - » Location of first aid, AEDs, and naloxone kits.
 - » Emphasis on mitigating the stigma surrounding drug use in the community.
 - » Assurance that emergency responders are coming to help to provide support for those who need it.
 - » Location awareness and wayfinding, particularly for new campus users.
 - » Awareness of the provincial *Good Samaritan Act* and the federal *Good Samaritan Drug Overdose Act*, namely the protections that are in place with respect to civil liability and criminal prosecution. Good Samaritan principles should also be applied to internal policies within an institution and broadly communicated throughout the campus community.
 - » Awareness of supports and services available to anyone involved in, or witnessing, an overdose or suspected overdose event.
- Care should be taken to separate educational toxic drug awareness from formal training programs. Awareness programs should focus on immediate actions to assist in initial responses, not certify individuals in first aid or emergency response measures.
- Consider alternate ways, beyond welcome packages and orientations, for delivering this information to avoid overload. PSIs should determine the most appropriate way to achieve the overall objective of enhancing awareness of the toxic drug crisis and how to respond to overdoses among their campus communities.

PSIs should consider including toxic drug alerts within their own campus notification systems, including notifications of specific incidents where a toxic drug supply was discovered.

- Institutions should make students and staff aware they can sign up for text messages from their local health authority and campus security apps with warnings about alarming instances of toxic drug risks in their local community. *Toward the Heart* provides such a service province-wide that can be accessed through personal mobile devices.
- PSIs may consider promoting local health authority notification resources related to toxic drug supply where available.

Elevating awareness of the dangers posed by the toxic drug supply requires consistent messaging and effort by PSIs. Awareness promotion should consider the unique characteristics of each institution. Factors such as student population, international students, and non-standard academic schedules may require adjustments. Each institution should use their best judgement while striving to follow these principles.

- Considerations for long-term, consistent messaging and support include:
 - » Make connections with regional health authorities including First Nations Health Authority (FNHA) to regularly share information on best practices, provincial initiatives, and areas where collaboration would be appropriate.
 - » Provide educational materials (e.g., posters, guest speakers, information booths and other available resources) for campus visitors to aid familiarization with the toxic drug crisis in B.C.
 - » Special attention to awareness surrounding trades-based professions when applicable.
 - » Support/amplify overdose prevention campaigns prepared by the provincial government and any similar future campaigns.

Overdose Response

The OPRP must emphasize that 9-1-1 emergency services should be the first call that is made when an incident is discovered or reported. The only exception is if the incident occurs in an area that is not serviced by 9-1-1, in which case local emergency response contact information should be used. To support this principle, PSIs should:

- Ensure existing and new materials clearly indicate that 9-1-1 should be called immediately when an overdose is discovered or reported.
- Build awareness among the campus community that 9-1-1 is the first call to make, regardless of any other legacy material that may indicate otherwise.
- Support individuals who have received naloxone in being assessed by medical professionals, such as paramedics or first responders. Transferring an individual who has received naloxone to the care of medical professionals is always preferred, as they are fully equipped to provide appropriate follow-up care and support recovery. It should be noted that naloxone is intended to disrupt the immediate effects of an overdose and wears off after being administered. Follow-up care by medical professionals allows for supplementary treatment for additional overdose side-effects.

The OPRP should clearly outline actions required by employees in the event of a suspected overdose, including:

- If an overdose is suspected, call 9-1-1 immediately and administer naloxone as soon as possible. Note that naloxone is safe to give at any time an opioid overdose is suspected.
- If campus emergency resources are contacted before 9-1-1 is called, responders should contact 9-1-1 immediately and follow all directions provided by 9-1-1.
- Campus emergency resources should be contacted after establishing communication with 9-1-1 emergency responders.
- Notification methods for campus emergency resources may vary, from bystander awareness to automated notification systems that notify campus responders whenever a 9-1-1 call is made. Consider tools and resources available to ensure that campus staff are made aware when 9-1-1 has been called.
- Develop a location awareness strategy to help emergency responders quickly identify the location of the incident, especially in buildings without distinct street addresses. This strategy should be developed in collaboration with emergency responders.
- Provide signage across campus to help individuals effectively share their location with emergency service providers. Consider the use of muster points and campus escorts to aid in timely location.

The OPRP should outline roles and responsibilities for campus resources that can assist during and after an overdose, and what training these resources should have. The OPRP should communicate this information clearly so that community members understand who may be able to assist after 9-1-1 has been called. Helpful categories for identifying personnel and community groups include:

Campus security and safety staff/first aid responders

- Regular or contracted employees who respond to emergency events. Certified training, including overdose recognition and naloxone training, is strongly encouraged for this group.
- Future contracts should include this training requirement if not currently mandated. This group should receive priority in training initiatives.
- Expected to respond to emergency events on campus and provide aid, including naloxone administration.

Faculty, staff, and student housing staff

- Faculty and general staff who may have training in first aid and naloxone administration but are not expected to respond to emergency events.
- Training may not be certified and may be less comprehensive than that for on campus first responders.
- While protections exist under the *Good Samaritan Act*, careful review of protections and coverages will be required.

General campus community (volunteers)

- Campus community members trained in first aid or naloxone administration (through PSIs or elsewhere) are more likely to assist as a bystander. This group should be made aware of their protections under the *Good Samaritan Act* and the *Good Samaritan Drug Overdose Act*.

Distribution of naloxone will be a critical component of the OPRP. In considering where and how to distribute and store naloxone, the following should be considered with respect to static (e.g., stationary naloxone cabinets) and dynamic (e.g., naloxone kits carried by staff) options for use:

- Terminology surrounding cabinets, kits and doses should remain clear. Cabinets house kits, and each kit contains multiple doses of naloxone.
- Consider co-locating naloxone with existing AED units across campus and/or locating these items in high-traffic areas on campuses. Ideally, naloxone should be accessible in a timely manner throughout campus. If a campus does not have a standalone AED unit, naloxone should be available with supplies to support CPR (e.g., pocket masks, medical gloves).
- Consider distributing naloxone so that it is appropriately accessible within student housing (e.g., one kit per building or floor).
- Consider including naloxone in first aid kits for campus emergency responders and in first aid kits for field trips, ensuring compliance with border regulations, if applicable.
- All special events held at PSI-owned or run sites should have naloxone available, particularly events where alcohol may be served.
- Engage in initiatives that will ensure that all members of the campus community are aware of where naloxone is kept, using clear signage.
- Naloxone should be stored indoors at room temperature and checked regularly for expiration.
- Consider cabinets with tamper-evident features.
- Have procedures for managing and maintaining naloxone on campus. This may include assigning responsibility to a designated department or program, requiring regular inspections, and developing processes to replace used or expired doses.
- Additional first aid supplies should be kept up to date in alignment with the *Occupational Health and Safety Regulation*.

Employee Education and Awareness

All PSI employees have roles to play in ensuring the safety of community members and upholding the PSI's duty of care. However, different employees will have different responsibilities and require different training and competencies. Considerations for training will vary, but the following themes should be considered:

- The role of those receiving training.
- The risks and protections to those providing aid.
- Ensuring cultural safety and anti-Indigenous racism practices.
- Person-centered, trauma-informed, and stigma-free practices.
- Limitations due to collective agreements, job descriptions, and liability.

Each PSI employs a wide range of staff, faculty, contracted service providers, student employees, volunteers, and others in varying roles and capacities. These employees will have different overdose prevention and response training needs based on their roles and other factors. For example, employees working in student housing will have different training needs than employees working in a registrar's office. While all employees should have an awareness of the PSI's OPRP, PSIs should identify roles that require additional, more specific training. Considerations include:

- Employees whose roles include first aid responsibilities should be aware of life-saving equipment available on campus, such as naloxone and AEDs, and be able to use this equipment when needed.
- PSIs may determine that additional employees beyond those whose roles include first aid responsibilities should be aware of and able to use life-saving equipment. These determinations may be based on roles and capacities, WorkSafeBC requirements, and the PSI's duty of care to its community.
- Employees have varying opportunities to share information about the toxic drug crisis with students on an ongoing basis and outside of orientation programs. PSIs should consider offering employees who interact with students regularly information about overdose prevention and response, such as drug checking locations and harm reduction resources, or First Nations, Inuit, or Metis cultural/traditional healing practices for Indigenous community members.

Campus safety and security employees and officers are central to ensuring the safety of community members and are often among the first to respond to serious incidents. Campus security officers and administrators may have designated roles under the OPRP and may require specific training to fulfill these roles. Considerations include:

- Ensuring campus security officers and administrators are aware of and trained on key components of the PSI's OPRP, including that 9-1-1 should be contacted immediately in emergencies.
- As campus security officers may act as first responders, ensuring they are aware of life-saving equipment available on campus, such as naloxone and AEDs, and are able to use this equipment when needed.
- Developing and documenting training requirements, including how often training materials should be reviewed, providing scheduled work time to review training materials on a regular basis, and documenting completion of training and reviews.

Related Strategies, Policies, and Procedures

In addition to establishing an OPRP, PSIs should review and, where necessary, revise related strategies, policies, and procedures to ensure alignment. Each PSI should identify linkages based on their own suite of strategies, policies, and procedures; this assessment may also help to identify areas where additional approaches may need to be developed. Considerations include:

- Reviewing and revising internal policies concerning student personal drug use to reduce the fear of academic or other institutional repercussions (e.g., suspension, expulsion, removal from student housing) that may prevent a student from immediately responding to, or reporting, a safety incident where drug use is potentially involved.
- Promoting public awareness of the *Good Samaritan Act* and *Good Samaritan Drug Overdose Act*, including that:
 - » *The Good Samaritan Act* is intended to protect non-health professionals who assist in an emergency from liability in the case of a negative outcome.
 - » *The Good Samaritan Drug Overdose Act* protects individuals from criminal liability for possessing drugs for personal use when calling for help.
- Reviewing and revising location awareness and wayfinding strategies to enable campus users and emergency responders to effectively navigate around campus.
- Ensuring OPRPs align with institutional emergency response protocols.

Campus safety and security programs are often responsible for incident response policies and procedures, particularly for serious incidents such as overdoses. PSIs should review existing incident response policies and procedures to ensure alignment with the OPRP. PSIs may also consider incorporating additional leading practices to strengthen responses to serious incidents, such as:

- Requiring formal debriefings with employees involved in serious incidents. Campus safety and security programs may develop debriefing procedures and practices and lead debriefings, but other employees should participate where appropriate. Debriefings should incorporate cultural safety, trauma-informed practices, and other practices to support employee mental health, and should assess opportunities for continuous improvement in response policies and procedures.
- Requiring that campus security officers complete incident reports for serious incidents before the end of their shift, and that these reports be reviewed by management staff within a reasonable timeframe.
- Incorporating mental health supports for employees and community members into serious incident response procedures. This may include follow-up procedures to ensure employees and community members involved in serious incidents, such as overdoses, are aware of and have access to support services.
- Ensuring serious incident response policies adhere to leading practices, such as designating a single incident commander or person in charge and other key roles such as a media spokesperson and/or family liaison, and ensuring training is provided for those in these roles.

Emergency contact notification protocols play an essential role in ensuring those involved in serious incidents are effectively supported. These protocols are also complex, as they intersect with various legislation, regulations, and policies, may involve multiple departments and external agencies, and should be applicable to a range of emergent situations beyond overdoses, including accidents, medical or mental health emergencies, suicide attempts, and other serious incidents. Such protocols should also recognize the diversity of governance structures, operational models, and community needs. PSIs should consider:

- Institutions should ensure that emergency contact notification protocols adhere to relevant legislation, including the *Freedom of Information and Protection of Privacy Act* and the *Freedom of Information and Protection of Privacy Regulation*, relevant post-secondary legislation, and the *Coroner's Act*. Basic principles for consideration include:
 - » Disclosure of personal information without consent is authorized under the *Freedom of Information and Protection of Privacy Act* in limited circumstances.
 - » PSIs are not responsible for notifying individuals beyond the designated emergency contact in emergency situations such as serious injury or death.
 - » PSIs are responsible for ensuring their actions do not interfere with investigations by law enforcement, the B.C. Coroner's Service, WorkSafeBC, or other investigative agencies. If these agencies become involved, they typically assume responsibility for notifications. PSIs should take direction from these agencies to determine what actions, if any, are appropriate at the PSI level.

Unique considerations will apply as each PSI develops its protocols based on the needs and characteristics of its own community. General considerations relevant to all PSIs include:

- Ensure that authority related to emergency contact notification is clearly defined, appropriately delegated, and exercisable in real time. This includes making emergency contact information available to those who need it in a timely manner, ensuring those individuals are adequately trained and supported, and having procedures and supporting materials available to facilitate prompt notification when it is appropriate to do so.
- Ensure cultural safety in notifications, recognizing that cultural safety considerations apply to a variety of communities, including but not limited to First Nations, Inuit, or Metis communities.
- Ensure notifications are handled with care, discretion, and professionalism. Where appropriate, consider whether a community member may be experiencing heightened vulnerability or distress, and ensure notifications are approached with appropriate sensitivity to stigma-free and trauma-informed practices.
- Utilize existing review and approval pathways, including but not limited to consulting with internal departments to ensure alignment with emergency management, privacy, health and safety, and student support policies.
- Develop mechanisms to support documenting key information about emergency contact notifications, including decision-making rationale and actions taken, and retaining this information in accordance with relevant legislation, regulations, and records schedules.

For More Information

The following resources are provided to support PSIs, students and campus community members in accessing reliable information and services related to substance use, overdose prevention and harm reduction. Institutions may choose to adapt or supplement this resource list based on local needs and partnerships within their communities.

- Respond to Overdose: <https://respondtooverdose.gov.bc.ca/>
- Toward the Heart: <https://towardtheheart.com/>
 - » Harm Reduction Site Finder (B.C.): <https://towardtheheart.com/site-finder>
 - » Naloxone 101 (free online training): <https://towardtheheart.com/naloxone-course>
- Here to Help: <https://www.heretohelp.bc.ca/>
- Lifeguard App (B.C.): <https://lifeguarddh.com/>
- National Overdose Response Service (Canada): <https://www.nors.ca/>
- Good Samaritan Drug Overdose Act (Canada):
<https://www.canada.ca/en/health-canada/services/opioids/about-good-samaritan-drug-overdose-act.html>
- Drug Checking B.C.: <https://drugcheckingbc.ca/what-is-drug-checking/>

- B.C. Drug & Poison Information Centre: <http://www.dpic.org/>
- Alcohol & Drug Information and Referral Service (ADIRS): <https://uwbc.ca/helpline-services/#helplines>
- Crisis Centre B.C.: <https://www.crisiscentre.bc.ca/>
- Alcoholics Anonymous (AA): <https://bcyukonaa.org/meetings/>
- Narcotics Anonymous (NA): <https://bcna.ca/meeting/>

INDIGENOUS-SPECIFIC RESOURCES

- With Open Arms: <https://harmreduction.fnha.ca/>
- KUU-US Crisis Line Society: <https://www.kuu-uscrisisline.com/>
- First Nations Health Authority:
 - » Mental Wellness and Substance Use: <https://www.fnha.ca/what-we-do/mental-wellness-and-substance-use/mental-health-and-wellness-supports>
 - » Indigenous Harm Reduction: <https://www.fnha.ca/what-we-do/mental-wellness-and-substance-use/harm-reduction-and-the-toxic-drug-crisis/indigenous-harm-reduction>
 - » Courageous Conversations Tool Kit: <https://www.fnha.ca/Documents/FNHA-Courageous-Conversations-Tool-Kit.pdf>
 - » Substance Use and Healing: <https://www.fnha.ca/what-we-do/mental-wellness-and-substance-use/harm-reduction-and-the-toxic-drug-crisis/substance-use-and-healing>

POLICY AND PROTOCOL DEVELOPMENT RESOURCES

- Disclosure of Personal Information of Individuals in Crisis (Office of the Information and Privacy Commissioner): <https://www.oipc.bc.ca/documents/guidance-documents/2205>
- Culturally Safe Care (B.C. Centre for Disease Control): <https://www.bccdc.ca/health-professionals/clinical-resources/covid-19-care/education-and-training/culturally-safe-care>
- Respectful Language and Stigma Regarding People Who Use Substances (Toward the Heart, B.C. Centre for Disease Control, Provincial Health Services Authority): <https://towardtheheart.com/assets/uploads/1502392191GWLgQDb5w5GlajwRuiq4lPoSyhSoMkp3T7rL5ml.pdf>
- Trauma-Informed Practice (B.C. Mental Health and Substance Use Services): <https://www.bcmhsus.ca/health-professionals/clinical-resources/trauma-informed-practice>

Endnotes

1. Unregulated Drug Deaths 2025 Summary Dashboard (B.C. Coroner's Service):
<https://www2.gov.bc.ca/gov/content?id=26C257C597784B5A8A0C96226DA390C2>
2. Unregulated Drug Poisoning Emergency Dashboard (B.C. Centres for Disease Control):
<https://www.bccdc.ca/health-professionals/data-reports/substance-use-harm-reduction-dashboard>
3. First Nations and the Toxic Drug Poisoning Crisis in B.C. (First Nations Health Authority): <https://www.fnha.ca/what-we-do/mental-wellness-and-substance-use/harm-reduction-and-the-toxic-drug-crisis/toxic-drug-crisis-data>
4. More drug-poisoning prevention services for construction workers (B.C. Gov News Release Report):
<https://news.gov.bc.ca/releases/2022MMHA0003-000044>
5. An Urgent Response to a Continuing Crisis Report (B.C. Coroner's Service):
https://www2.gov.bc.ca/assets/gov/birth-adoption-death-marriage-and-divorce/deaths/coroners-service/death-review-panel/an_urgent_response_to_a_continuing_crisis_report.pdf



Spring 2026 Edition

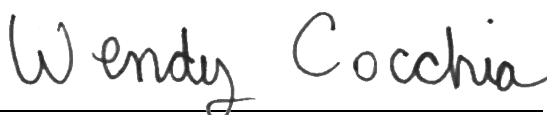
Guidelines produced by
B.C. Post-Secondary Institutions
with the support of the Ministry of
Post-Secondary Education and Future Skills



PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 284

, Approved and Ordered June 29, 2026



Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that, effective July 31, 2026, the appointments set out in the attached Appendices A to D are made.



Minister of Post-Secondary Education and Future Skills



Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: College and Institute Act, R.S.B.C. 1996, c. 52, s. 9

Other: OIC 446/2023; OIC 201/2024; OIC 259/2024; OIC 311/2025; OIC 340/2025; OIC 341/2025

APPENDIX A
BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

- 1** Catherine Aczel Boivie is reappointed as a member of the board of the British Columbia Institute of Technology for a term ending July 31, 2027.
- 2** Donald John Matthew and Chun Wang are reappointed as members of the board of the British Columbia Institute of Technology for terms ending December 31, 2027.
- 3** Annabelle Patricia Donovan, Zahra Esmail and Brooks Robin Patterson are reappointed as members of the board of the British Columbia Institute of Technology for terms ending July 31, 2028.

APPENDIX B
COLLEGE OF THE ROCKIES

- 1** Dusty Lenor Dehart, Robert Gerald Haennel and Kala Charlotte Hooker are appointed as members of the board of the College of the Rockies for terms ending July 31, 2027.

APPENDIX C
NORTH ISLAND COLLEGE

- 1** Bruce Wayne Turner is reappointed as a member of the board of North Island College for a term ending July 31, 2027.
- 2** John Alan Jack and Brenda C. Johnson are reappointed as members of the board of North Island College for terms ending July 31, 2028.
- 3** Jerad Alan Langille, Claire Iris Moglove and Victoria L. White are reappointed as members of the board of North Island College for terms ending July 31, 2029.

APPENDIX D
NORTHERN LIGHTS COLLEGE

- 1** Tammy Gulevich and Harold Reay are appointed as members of the board of Northern Lights College for terms ending July 31, 2027.
- 2** Ray William Irwin is reappointed as a member of the board of Northern Lights College for a term ending July 31, 2028.
- 3** Megan Troyer and Misty Tashina Waldorf are reappointed as members of the board of Northern Lights College for terms ending July 31, 2029.



June 15, 2026
Our Ref. 151147

Roger Tsuneo Kishi

Dear Roger Kishi:

On behalf of the Government of British Columbia, I would like to take this opportunity to thank you for your service, dedication and commitment in carrying out your duties as a member of the Board of Governors of North Island College.

I appreciate the time you have invested with the Board over one year and ten months. Your community perspective meaningfully informed the Board's deliberations, as well as the work of the Finance and Audit Committee, and in your role as Board Representative on the Indigenous Education Council and Education Council. It is through the work of dedicated individuals like you that the post-secondary education system in this province continues to achieve success.

Thank you, and my personal best wishes for your future endeavours.

Sincerely,

Honourable Jessie Sunner
Minister of Post-Secondary Education and Future Skills

Distribution list to follow

.../2

pc: Trevor Hughes, Deputy Minister
Ministry of Post-Secondary Education and Future Skills
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Nancy Arsenault, Chair of the Board
North Island College

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Emily Haagerup, Executive Assistant to the President and the Board
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Commonly Used Acronyms

This is a partial list of acronyms commonly used at North Island College.

ABE	Adult Basic Education (formerly known as Adult Upgrading)
AEC	Aboriginal Education Council (now Indigenous Education Council)
	Ministry of Post-Secondary Education and Future Skills (new name 2023)
AGC	Academic Governance Council. This is the group of EdCo chairs from all BC colleges and institutes (BCIT and the Justice Institute), which meets twice a year to discuss areas of common concern.
ASD	Access for Students with Disabilities. Now renamed to DALs.
AVP	Associate Vice President
AST	Arts, Science and Technology (Faculty of)
BCNet	Not-for-profit, shared services organization providing computer support and services to post-secondary institutions
BOG	Board of Governors
CABRO	Crown Agencies and Board Resourcing Office
CARTI	Centre for Applied Research, Technology and Innovation
CEO	Chief Executive Officer
CET	Continuing Education and Training
CICan	Colleges and Institutes Canada
COO	Chief Operating Officer
CR	Campbell River
CUPE	Canadian Union of Public Employees
CV	Comox Valley
DAC	Deans Advisory Council
DACSO	Diploma, Associate degree, and Certificate Student Outcomes; conducts annual surveys of former students from British Columbia's post-secondary institutions
DALS	Department of Accessible Learning Services
DCC	Deferred Capital Contribution
DCWG	Department Chairs Working Group
EdCo	Education Council
ET	Education Team
VPA	Vice President, Academic
FASM	Faculty of Arts, Science & Management
FPSE	Federation of Post-Secondary Educators of BC
HHS	Health and Human Services (Faculty of)
IEC	Indigenous Education Council (formerly Aboriginal Education Council)

IRR	(Ministry of) Indigenous Relations and Reconciliation
ITA	Industry Training Authority BC (now Skilled Trades BC))
ITV	Interactive Television
IWC	Immigrant Welcome Centre
JEDC	(Ministry of) Jobs, Economic Development and Innovation
LT	Leadership Team
MYPP	Multi-Year Program Plan
NIC	North Island College
NICFA	North Island College Faculty Association (Union)
NISU	North Island Students' Union
OGE	Office of Global Engagement (formerly International Education)
OIC	Order-in-Council
PA	Port Alberni
PSEA	Post-Secondary Employers' Association
PSEC	Public Sector Employers' Council Secretariat
PSI	Post-Secondary Institution
QAPA	Quality Assurance Process Audit
SIF	Strategic Investment Fund
STBC	Skilled Trades BC (formerly Industry Trades Authority)
SVM	Sexual Violence and Misconduct (Policy)
TLC	Teaching and Learning Committee
TLI	Teaching & Learning Innovation
UCIPP	University, College and Institute Protection Program
UT	University Transfer