

NORTH ISLAND COLLEGE



2019 Carbon Neutral Action Report



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Declaration Statement

This Carbon Neutral Action Report for the period January 1st, 2019 to December 31st, 2019 summarizes our emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2019 to reduce our greenhouse gas emissions and our plans to continue reducing emissions in 2019 and beyond.

By June 30, 2020 North Island College's final *Carbon Neutral Action Report* will be posted to our website at <https://www.nic.bc.ca/about-us/the-nic-commitment/reporting/>.

Overview and Executive Summary

North Island College (NIC) is honoured to acknowledge the traditional territories of the combined 35 First Nations of the Nuu-chah-nulth, Kwakwaka'wakw and Coast Salish traditions, on whose traditional and unceded territories the college's campuses are situated.

North Island College is a comprehensive community college that focuses on student success. We proudly serve more than 9,000 students annually at our four campuses, our learning centre and through online and in-community learning. We are committed to excellence in our programs and services. The College's values frame everything we do and express our commitment to our students, communities, residents of our region and ourselves, in part through social and environmental responsibility by actively engaging in the economic and social development of our communities and as active stewards of the unique natural environment in which we reside.

We continued focusing on reducing our carbon impact in 2019. Our curricular and extra-curricular activities at North Island College teach our students to be socially and environmentally responsible citizens on and off campus. Our faculty educates students on sustainability and create unique learning opportunities that make use of our natural environment. From an operations perspective, we have ongoing commitments to refit equipment and upgrade services to improve efficiency and reduce greenhouse gas emissions. North Island College endeavors to improve and test efficient technologies for building infrastructure and communications.

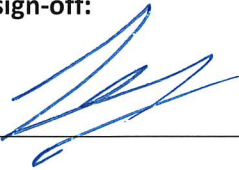
North Island College GHG Emissions and Offset for 2019 (TCO₂E)	
GHG Emissions created in Calendar Year 2019 <i>(from SMARTTool Homepage):</i>	
Total Emissions (tCO ₂ e)	911
Total Offsets (tCO ₂ e)	911
Adjustments to GHG Emissions Reported in Prior Years <i>(from SMARTTool Homepage):</i>	
Total Emissions (tCO ₂ e)	0
Total Offsets (tCO ₂ e)	0
Grand Total Offsets for the 2018 Reporting Year <i>(from SMARTTool Homepage):</i> <i>(This is the total of emissions that must be offset for Reporting Year 2018)</i>	
Grand Total Offsets (tCO ₂ e)	911

Retirement of Offsets:

In accordance with the requirements of the Greenhouse Gas Reduction Targets Act and Carbon Neutral Government Regulation, North Island College (the Organization) is responsible for arranging for the retirement of the offsets obligation reported above for the 2019 calendar year, together with any adjustments reported for past calendar years. The Organization hereby agrees that, in exchange for the Ministry of Environment ensuring that these offsets are retired on the Organization's behalf, the Organization will pay the associated invoice to be issued by the Ministry in an amount equal to \$25 per tonne of offsets retired on its behalf plus GST.

Executive sign-off:

Signature



Date

May 28, 2020

Name (please print)

Colin Fowler

Title

VP, Finance & Facilities

NIC was established in 1975 as a primarily distance education institution. It now serves students at Campbell River, Comox Valley, Port Alberni, and Micalakwila campuses, as well as through many in-community programs delivered in partnership with remote communities across 80,000 km² from Ucluelet on Vancouver Island's West Coast to Bella Coola on the central mainland.

We are distinguished by our commitment to student success through strong partnership agreements with universities and colleges across BC, the US and around the world. NIC has been internationally recognized for its technology-enabled distance learning, and responsive in-community programs.

We proudly serve more than 9,000 students annually. To meet the education and training needs of its region, NIC offers a broad range of programs tailored to the needs of current and future students. Current programs include: adult upgrading (including adult basic education, English language training and access for students with disabilities), university transfer, business, tourism, health care, Fine Arts, Aboriginal education and Industry Training Authority (ITA) approved foundation trades, technical, and apprenticeship training. The college also offers a significant range of sector-specific industry training as well as short-term contract training and a wide range of professional and personal development courses. NIC also hosts and supports ElderCollege, which provides lectures and courses on a wide range of topics at low-cost for individuals 50 years of age and older (55+ at the Comox Valley Campus).

Energy & Environmental Sustainability

NIC has been a member of the Pan-Canadian Protocol for Sustainability since 2010 and, by signing the protocol; we have pledged to maximize our contribution to a sustainable future. We are committed to our role as a community leader in environmental stewardship.

NIC has been a BC Hydro Power Smart Partner since 2002, committing to doing our part to save energy and create a culture of sustainability, adopting the principles of energy efficiency into our ongoing business management practices, and upgrading our existing facilities with energy conservation measures.

Carbon Offsets

North Island College was carbon neutral in 2019. This was achieved through the key achievements for emissions reduction and sustainability and through carbon offsets purchased from the Climate Investment Branch of the Climate Action Secretariat. The in-scope carbon offsets tCO₂e emissions in 2019 amounted to 911 tonnes, based upon the 2018 building energy data, paper use, and fleet information entered into Climate Action Secretariat's SoFi access data entry program and the GHG measurements based upon this data.

Key Achievements for Emissions Reduction & Sustainability

Actions taken in 2019 to reduce Greenhouse Gas Emissions

Completion of Campbell River Campus Expansion project, commencing spring 2018 and completed in 2019. The modernization of this building will provide a greatly enhanced learning environment for our students and staff. The opportunity for increased energy savings through upgraded mechanical, structural and electrical systems is also a very beneficial component of this project.

NIC is recognized as a leader in interactive TV course offerings, allowing rural students to attend NIC in their local communities.

Green procurement practices and product selections such as enhanced recycled paper content.

A comprehensive waste management program.

Promoting alternative transportation such as bike shelters with lockers, showers, electric vehicle charging stations.

Energy Conservation is a core consideration when completing new expansions, renovating buildings, and daily operations.

Emission Reduction Goals for 2020

The College will continue to educate users and increase awareness of ongoing efforts to become carbon neutral. Projects already in motion for 2020 to decrease carbon offsets and reduce water use include:

- Preset programming for 'Sweater Day' initiatives at three campuses.
- Adding electric vehicle charging stations to our Comox Valley and Port Alberni Campuses.



Confirmation number: 00C0FBBD

Submitted date: 2020-06-29 13:51:10 Pacific Daylight Time

Carbon Neutral Action Report Survey - 2019

Public sector organizations (PSOs) are required to complete this survey, in addition to a Carbon Neutral Action Report (CNAR) as mandated by BC's [Climate Change Accountability Act](#) and the [Carbon Neutral Government Regulation](#).

Due to the COVID-19 pandemic, the following [Directive](#) was issued on March 31, 2020. Certain deadlines were also extended for the 2019 reporting year (see below).

March 31, 2020 Directive:

Under my authority as the Director for the purposes of the Act, and under the authority delegated to me in Section 6 of the Carbon Neutral Government Regulation, I hereby direct that all ministries and Public Sector Organizations covered by the Carbon Neutral Government requirement shall use their 2018 GHG emissions as a temporary estimate for their actual 2019 GHG emissions, for the purposes of the 2019 Carbon Neutral Action Reports and 2019 Carbon Neutral Government reporting required under the Climate Change Accountability Act.

Neil Dobson, Executive Director, Clean BC Implementation
Climate Action Secretariat

Although 2018 emissions data will be used as a placeholder for 2019, **all other (qualitative) components of the CNAR and CNAR Survey are to be completed with information from 2019 (e.g., actions taken or planned to reduce emissions)**. The only change to the survey is that the deadline was extended by one month to June 30, 2020.

This survey is divided into two parts:

Part 1 - Will be made public on the Climate Action Secretariat (CAS) [website](#) after June 30, 2020; however, it will not be appended directly to each individual PSO CNAR as was done in previous years. This section collects details about actions taken or planned to reduce emissions and is intended to supplement the legislative requirements in your CNAR.

Part 2 - Will NOT be made public. Information you provide in this section is important and will be used internally to help CAS staff with planning for emissions reduction and climate change adaptation initiatives. Although not required, PSOs are highly encouraged to complete Part 2.

Note: Survey progress can be saved at any time by clicking the "Save and continue later" button at the bottom of each page. A new window will open and you will be asked to provide your name and email. An email will be sent to you from Carbon.Neutral@gov.bc.ca with the subject line: "Questionnaire Link", which will include a hyperlink for the "Project: Carbon Neutral Action Report Survey – Broader Public Sector 2019". You can then continue responding at another time or email the hyperlink to a colleague to complete remaining section(s).

May 29, 2020	<ul style="list-style-type: none">The final, signed version of the CNAR (or Small Emitters Form) must be submitted by email to: Carbon.Neutral@gov.bc.ca
June 30, 2020*	<ul style="list-style-type: none">Ministry of Environment and Climate Change Strategy must post a final CNAR for each organization on the BC Government's CNG website and each PSO is encouraged to post the report on their website.The CNAR Survey (optional for Small Emitters) must be completed and submitted online. <p>*Deadline extended from May 29, 2020.</p> <ul style="list-style-type: none"><u>All offset invoice payments must be submitted to CAS.</u>
Sept 30, 2020*	<ul style="list-style-type: none">Clean Government Reporting Tool (CGRT) Data Entry must be completed for the 2019 reporting year.

	*Deadline extended from April 30, 2020.
Oct 15, 2020*	<ul style="list-style-type: none"> • Self-Certification checklist must be completed, signed and submitted by email to: Carbon.Neutral@gov.bc.ca. *Deadline extended from May 15, 2020.

*See the [Carbon Neutral Government – Program Requirements website](#) for more information on program requirements, timelines and templates.

PART 1 - Included as part of your public CNAR report.

Reminder that Part 1 will be made public on the CAS [website](#).

Contact Name:
<i>Michelle Waite</i>
Contact Email:
<i>michelle.waite@nic.bc.ca</i>
Organization Name:
<i>North Island College</i>
Role – Please select the best category for your current role with your organization. If more than one individual completed the survey, multiple categories may be selected:
Administrative Assistant
Please select your sector:
Post Secondary (PS)

Stationary Sources (e.g. Buildings, Power Generators): Fuel Combustion, Electricity use, Fugitive Emissions.

Actions taken by your organization in 2019 to support emissions reductions from buildings

Do you have a strategy to reduce emissions from stationary sources?
Yes

Whether you have a strategy or not, briefly describe your organization's plans to continue reducing emissions from stationary sources:

Over the medium-term term (1-5 years)
<i>All retrofitting projects focus on energy efficiency and reduction.</i>
Over the long term (6-10 years)
<i>All retrofitting projects focus on energy efficiency and reduction.</i>
Please describe your strategy's goals (if any) related to energy audits.
<i>n/a</i>

What % on average of your building portfolio has an energy audit completed each year (if any)?

n/a

Please describe your strategy's goals (if any) related to building retrofits.

All retrofitting projects focus on energy efficiency and reduction.

How many newly constructed buildings received at least LEED Gold certification in 2019?

n/a

How many newly constructed buildings did not receive LEED Gold certification?

n/a

Please explain why LEED Gold certification was not obtained for those new buildings.

n/a

Other actions? Please describe briefly:

n/a

Mobile Sources (Fleet Vehicles, Off-road/portable Equipment): Fuel Combustion:

Actions taken by your organization in 2019 to support emissions reductions from mobile sources?

Do you have a strategy to reduce emissions from mobile sources?

No

Whether you have a strategy or not, briefly describe your organization's plans to continue reducing emissions from mobile sources:

Over the medium-term term (1-5 years)

Continued support of designated car pooling parking areas. Enhancement of covered bike storage areas. Utilizing virtual meeting format when applicable to reduce travel.

Over the long term (6-10 years)

Continued support of designated car pooling parking areas. Enhancement of covered bike storage areas. Utilizing virtual meeting format when applicable to reduce travel.

How many fleet vehicles did you purchase from the following categories:

Electric Vehicle – EV - (e.g., Nissan Leaf, Chevy Bolt)

0

“Plug In” Electric Vehicle – PHEV (e.g., plug-in Prius, Chevy Volt)

0

Hybrid vehicle – HEV – non “Plug In”- (e.g., Toyota Highlander Hybrid)

0

Hydrogen fuel cell vehicle

0

Natural gas/propane

0

Gas/diesel vehicle

0

Actions taken by your organization in 2019 to support emissions reductions from mobile sources? (Continued)

How many existing EV charging stations does your organization have in each category:

How many level 2 stations (if any) are specifically for your fleet vehicles?

As defined as Level 2 stations only your organization's fleet vehicles may use

0

How many level 3 stations (if any) are specifically for your fleet vehicles?

As defined as Level 3 stations only your organization's fleet vehicles may use

0

How many EV charging station(s) did you install in 2019 in each category:

Level 2?

0

Level 3?

0

How many level 2 stations (if any) were installed specifically for your fleet vehicles?

As defined in the previous section

0

How many level 3 stations (if any) were installed specifically for your fleet vehicles?

As defined in the previous section

0

Please briefly describe any other related actions, (e.g. charging station feasibility studies, electrical panel upgrades, etc.)

Two new charging stations are in progress.

Please indicate the total number of the vehicles in the following vehicle classes that are in your current fleet

Definitions:

- Light duty vehicles (LDVs) are designated primarily for transport of passengers <13 and GVWR<3900kg
- Light duty trucks (LDTs) are designated primarily for transport of light-weight cargo or that are equipped with special features such as four-wheel drive for off-road operation (include SUVs, vans, trucks with a GVWR<3,900kg)

- Heavy duty vehicles (HDV) includes vehicles with a GVWR>3,900 kg (e.g. ¾ tonne pick-up truck, transport trucks)

Light duty vehicles (LDVs)

Electric Vehicles – EV - (e.g., Nissan Leaf, Chevy Bolt)

0

“Plug In” Electric Vehicle – PHEV -- (e.g., plug-in Prius, Chevy Volt)

0

Hybrid vehicles – HEV – (e.g., non “Plug In”- older Toyota Prius, Toyota Camry hybrid)

1

Hydrogen fuel cell vehicles

0

Natural gas/propane

0

Gas/diesel

1

Light duty trucks (LDTs)

Electric Vehicles – EV

0

“Plug In” Electric Vehicle – PHEV

0

Hybrid vehicles – HEV – (e.g., non “Plug In”- older Ford Escape Hybrid, older Chevrolet Silverado pickup hybrid, etc)

0

Hydrogen fuel cell vehicles

0

Natural Gas/propane

0

Gas/diesel

2

Heavy duty vehicles (HDV)

Electric Vehicles – EV

0

"Plug In" Electric Vehicle – PHEV

0

Hybrid vehicles – HEV – (e.g., non "Plug In")

0

Hydrogen fuel cell vehicles

0

Natural Gas/propane

0

Gas/diesel

7

Actions taken by your organization in 2019 to support emissions reductions from paper supplies.

Briefly describe your organization's plans to continue reducing emissions from paper use:

Over the medium-term (1-5 years)

*Encouraging use of "Image Now" technology to scan and store documents digitally.
Students continue to pay for photocopier and printer use.
Continue photocopier replacements to multi-function scanning devices.*

Over the long term (6-10 years)

*Encouraging use of "Image Now" technology to scan and store documents digitally.
Students continue to pay for photocopier and printer use.
Continue photocopier replacements to multi-function scanning devices.*

Do you have an awareness campaign focused on reducing office paper use?

No

Purchased alternate source paper (bamboo, hemp, wheat, etc.)

No