

CANADORE COLLEGE
CORPORATE POLICY MANUAL

TITLE: No Smoking Policy

EFFECTIVE DATE: August 25, 2016

1. SCOPE

1.1 Authority

This policy is issued under the authority of the Board of Governors.

1.2 Application

This policy applies to all persons on Canadore College property.

2. PURPOSE AND PRINCIPLES

2.1 Background

Canadore College is committed to providing a healthy working and learning environment for all members of the community, at each campus location. The College complies with the *Smoke-Free Ontario Act* and its Regulations, and City of North Bay *Smoking By-Law No. 2012-097*, amended to allow smoking prohibitions within a nine metre radius surrounding entrances at the College (Resolution No. 2014-247).

3. DEFINITIONS

3.1 Smoking: The act of inhaling, exhaling, burning or holding a cigarette, cigar, pipe, hookah, or other apparatus used for smoking substances, including e-cigarettes.

3.2 Smudging: An indigenous practice of the burning of certain herbs such as sage, sweet grass, cedar and/ or tobacco, in order to create a cleansing smoke, which is used to purify people, as well as ceremonial and ritual spaces and ceremonial tools and objects. The act of smudging generally lasts for a short time.

3.3 Designated Smoking Area (DSA): Outdoor area approved by the Executive Team and assigned on Canadore's campuses to allow individuals to smoke with minimum repercussions for the College Community. DSAs may be allowed on a temporary basis as approved by the Executive Team.

3.3.1 DSAs shall be equipped with tobacco waste receptacles and clearly identified by physical delineations (i.e. Barriers or marking). The usage of receptacles is mandatory to maintain cleanliness of campus.

4. POLICY

- 4.1 All interior locations on college-owned and leased property will be smoke-free including College-owned vehicles, enclosed public places and enclosed workplaces.
- 4.2 Smoking will be limited to outdoor designated locations at each campus. Designated outdoor locations **will not** be located at entrances, exits, mechanically operated windows and intake vents.
- Aviation Campus.
 - Area beyond the west end of the building
 - College Drive Campus.
 - Gazebos near pond.
 - Beyond the rear entrance at Hewgill Hall
 - Across road from main front entrance
 - Hewgill Hall Circle – within 3 meters of the bench
 - Near the island side walk across from the Shipping and Receiving entrance/exit doors
 - Beyond the entrance adjacent to Nipissing University Owl’s Nest/ Alumni Hall Student Lounge entrance
 - Commerce Court Campus.
 - Gazebos at east and west ends of the building.
- 4.3 Until August 31, 2016, smoking is prohibited within nine meters (30 feet) of any entrance or exit at all campus buildings. Effective September 1, 2016, smoking is prohibited in all outdoor areas on the College campuses except DSAs.
- 4.4 This policy acknowledges the *Smoke-Free Ontario Act*, section 13, under which it makes exemption for the use of tobacco by Aboriginal people for traditional cultural purposes. Canadore College recognizes smudging Tobacco, Sage, Sweetgrass and Cedar as traditional medicines for ceremonial purposes to promote unity, friendship and support. Aboriginal programming develops respect and knowledge of the sacred medicines which are essential to building an enhanced understanding of Indigenous peoples of Canada.
- 4.5 Smoking cessation programs are available to Canadore College employees and students; further information is available from the Campus Health Centre.
- 4.6 Enforcement of the No Smoking Policy is the responsibility of Campus Security Services and fines will be issued by security officers acting as inspectors under *North Bay By-Law No. 2012-97* only at Canadore College.

5. ROLES AND RESPONSIBILITIES

5.1 Board of Governors

The Board of Governors is responsible for the initial approval of the policy and subsequent substantive amendments.

5.2 President

The President is responsible for the overall management and operation of the College. The President will ensure that the policy is implemented and that compliance is monitored.

6. EVALUATION

This policy will be reviewed every three years.