



TOWN OF SUNDRE POLICY

Policy Number:	E-001-00 POL
Policy Name:	Restricted Smoking
Related Procedure Number:	N/A
Related Procedure Name:	N/A
Replaces Policy No:	309
Resolution Number:	311/2016
Approval Date:	October 17, 2016
Revision Date:	October 17, 2020
Responsible Department:	Legislative Services

Policy Statement

The Town of Sundre will not permit the use of all tobacco and smoking products, including chewing tobacco and electronic cigarettes (E-cigarettes/vaporizers) in any workplace, vehicles/equipment or buildings owned by the Town (Public Place).

Permitted smoking areas will be located at least 5 meters from any doorway, operable window or air intake of a public place or workplace (*Alberta Tobacco and Smoking Reduction Act 1(1)*). All materials used for smoking in this area will be extinguished and disposed of in appropriate containers.

Purpose for Policy

Prohibit smoking in Municipal owned or leased buildings and Municipal vehicles/equipment to:

- To protect the health and safety of Town employees and the public;
- To protect and enhance our indoor air quality; and
- To keep a neat and clean environment for all our employees and residents.

Definitions (from the Alberta Tobacco and Smoking Reduction Act)

Manager of Community Services: means an employer or other person who, directly or indirectly, controls, directs or is responsible for a place or who controls the activities in the place.

Public Place: means all or any part of a building, structure or other enclosed area to which members of the public have access as of right or by express or implied invitation including

- a. The common areas of a multi-unit residential facility, including patios, pools, other recreation areas and enclosed parking garages.

Work Place: means all or any part of a building, structure or other enclosed area in which employees perform the duties of their employment, whether or not members of the public have access to the building, structure or area as of right or by express or implied invitation, and includes reception areas, corridors, lobbies, stairwells, elevators, escalators, eating areas, washrooms, lounges, storage areas, laundry rooms, enclosed parking garages and work vehicles.

Work Vehicle/Equipment: means a vehicle/equipment owned or leased by an employer and used by employees during the course of their employment.

Window: means a window that can be opened to admit air.

Responsibilities

Manager of Community Services

- I. Designates the permitted smoking areas at Municipal work and public places.
- II. Where smoking is prohibited must not permit a person to smoke in that place.
- III. Must ensure that signs indicating that smoking is prohibited are posted and continuously displayed in accordance with regulations.
- IV. Where smoking is permitted must ensure that signs indicating that smoking is permitted are posted and continuously displayed in accordance with the regulations.

This policy applies to all Individuals, Council and Town Employees.

End of Policy

Approval:

This policy shall rescind policy # 309 and shall come into force and effect upon adoption by Council at a Regular or Special Meeting.

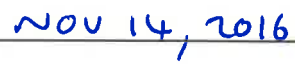
October 17, 2016 Meeting of Council



MAYOR



CHIEF ADMINISTRATIVE OFFICER



DATE