

Smoke Free Living Policy

Implemented: Monday, November 13th, 2017

1. Purpose: To protect the health, safety, welfare and quiet enjoyment of the members, their families, visitors and employees of Village Canadian Co-operative (VCCL) from the irritation and known health risks of exposure to second-hand tobacco smoke, increased risk of fire and increased maintenance and cleaning costs.
2. Definition of smoking: “Smoking” shall include the inhaling, exhaling, burning or carrying of any lighted cigarette, cigar, pipe or any similar item which generates smoke. This also includes the use of an electronic smoking device which creates an aerosol or vapour in any matter or form.
3. smoking is prohibited on VCCL property, including:
 - inside all co-operative housing units; townhomes and apartments
 - in common areas (i.e.: play structure areas within 20 Feet distance, in the apartment building, etc.)
4. This policy applies to all people, including but not limited to members, occupants, guests/visitors and business invitees.
5. *Grandfathering:* Members and occupants who smoke at the time of the passage of this policy (a “Grandfathered Smoker”) may continue to smoke for six months starting on the date of approval of this policy. After the initial six months (**at May 13th, 2018**) the “Grandfathering Clause” will no longer exist, and the smoke free living policy is in full effect.
6. Traditional or cultural smoking activities: The board of directors may make reasonable accommodation in the case where a member or occupant intends to use tobacco in relation to a traditional cultural activity. Exemptions will be tracked and documented. Requests for such accommodations must be submitted in writing via e-mail or a signed letter and may require an in-person discussion with the Board of Directors.
7. Exceptions may be made on a case by case basis for members requiring the use of medical marijuana. The Board of Directors will require a doctor’s note for approval and may be subject to re-approval at the discretion of the Board.
8. All complaints must capture details of the incident including time and date along with location and must be submitted in writing via e-mail or a signed letter.
9. Breach of policy will be handled in the following manner:
 - a. Member will receive a *notice of violation* letter.
 - b. Member will receive a second *notice of violation* letter accompanied by a verbal warning from the General Manager or an approved designate.
 - c. Upon third violation, member will receive written notice to appear before the Board of Directors to discuss their continued membership in the Co-op.