

**Hastings County  
Housing Programs Branch  
Administrative Policies and Procedures**

<b>SUBJECT :</b> Smoke-Free Policy		
<b>APPROVED BY :</b> County Council		
<b>POLICY #:</b> L.H.C.		
<b>ORIGINAL ISSUED</b>	<b>SUPERCEDES</b>	<b>CURRENT VERSION</b>
January 1, 2016		January 1, 2016

**PURPOSE**

The purpose of the Smoke-Free Policy is to establish guidelines regarding smoking in any residence owned and operated by the Hastings Local Housing Corporation.

**SCOPE**

The policy applies to all persons including, but not limited to; tenants, members of tenants' households, visitors, guests, business invitees, employees, contractors and support service providers living at, working at or visiting all units directly owned and operated by the Hastings Local Housing Corporation. The Smoke-Free Policy will be adopted through attrition, which means that existing tenants will be exempted from this policy for the length of their tenancy in their existing unit unless a voluntary smoke-free addendum is signed.

**DEFINITIONS**

The term "*Smoking*" means inhaling, exhaling or carrying any lighted tobacco product in any manner or form.

**REQUIREMENT**

The Hastings Local Housing Corporation has a requirement to provide a safe, healthy and cost effective environment within its residences. Although not specifically mandated under this regulation, the Policy is in keeping with the *Smoke-Free Ontario Act*.

**PRINCIPLES**

1. All new Lease Agreements signed that are effective on January 1, 2016 or later will include a smoke-free addendum (Appendix "xx" – Smoke-Free Addendum).  
"New leases signed" include current tenants that complete an internal transfer within the public housing portfolio that are effective on or after January 1, 2016.

2. Tenants who have signed a Lease Agreement that is effective on or prior to December 31, 2015 who remain in the same unit and add an adult household member to the Lease Agreement on or after January 1, 2016 will not be required to sign the Smoke-Free Lease Addendum.
3. The Hastings Local Housing Corporation does not guarantee a smoke-free environment. The adoption of a smoke-free policy does not make the Hastings Local Housing Corporation the guarantor of tenant's health or of a smoke-free unit, building or complex. The Hastings Local Housing Corporation will rely on the adaptation and cooperation of its tenants to become a smoke-free environment. However, The Hastings Local Housing Corporation will take reasonable steps to enforce the smoke-free terms of its Lease Agreements.
4. The Hastings County Local Housing Corporation Complaint Policy must be followed in the event of a complaint with respect to the violation of the Smoke-Free Policy or medical use of marijuana exemption.
5. Exemption to the Smoke-Free Policy:  
**The Medical Use of Marijuana**  
The Hastings Local Housing Corporation's Smoke-Free Policy does not prohibit the smoking of marijuana for medicinal use by those who have a prescription. All tenants falling under this exemption must possess an Authorization to Possess, issued by Health Canada. A copy of the Authorization to Possess will be copied for the tenant file.  
**Traditional Use of Tobacco**  
The Smoke-Free Policy does not prohibit an Aboriginal person from smoking or holding lit tobacco if the activity is carried out for traditional Aboriginal cultural or spiritual purposes, nor does it prohibit a non-Aboriginal person from smoking or holding lit tobacco if the activity is carried out with an Aboriginal person for traditional Aboriginal cultural or spiritual purposes. The sacred use of tobacco does not include the recreational use of tobacco.
6. All new tenants must abide by the Smoke-Free Policy that pertains to the five (5) metre smoke-free buffer zone around all windows, entrances and exits to all Hastings Local Housing Corporation single, duplex or townhouse dwellings and within nine (9) metres of any apartment building.

## **REFERENCES**

*Smoke-Free Ontario Act*  
*United Counties of Leeds and Grenville*  
*District of Timiskaming Social Services*  
*Hastings Local Housing Corporation Complaint Policy*