


SMOKE FREE WORKPLACE		
	DEPARTMENT: CAO	POLICY NUMBER: 03-17
	EFFECTIVE DATE: July 24, 2017	LEGISLATIVE AUTHORITY: Smoke Free Ontario Act
	APPROVED BY: RESOLUTION 2017-280	

PURPOSE

This policy is intended to show the Township of Wellington North is committed to providing a healthy, comfortable and productive work environment for employees and members of the public using municipally owned facilities by providing information and guidelines on the requirements of the Smoke Free Ontario Act.

SCOPE

This policy covers all municipally owned facilities, vehicles, sports fields and surfaces.

Enclosed workplaces include but are not limited to:

- the inside of a building, structure, or vehicle that an employee works in or frequents during the course of their employment whether or not they are acting in the course of the employment at the time
- the inside of a trailer office on a construction site, the inside of a loading dock, or the inside of a delivery truck
- common areas such as washrooms, lobbies, and parking garages
- On and within 20 metres (65 feet) on playgrounds and sports fields whether children are present or not and include but are not limited to:
- basketball courts, skate parks, baseball diamonds, soccer fields, ice rinks, tennis courts, splash pads, swimming pools, wading pools, swings, slides, sandboxes and spectator areas associated with these locations.

This policy applies to municipal employees and members of the public.

The substances referred to in this policy include tobacco products such as cigarettes, cigars, cigarillos, pipe tobacco, smokeless tobacco, and marijuana.

BACKGROUND

- each year, tobacco claims 13,000 lives in Ontario — that equals 36 lives every day
- tobacco-related disease costs Ontario's health care system an estimated \$2.2 billion in direct health care costs
- it also costs an extra \$5.3 billion in indirect costs such as time off work
- Ontario's smoking rate dropped from 24.5 per cent in 2000 to 17.4% in 2014, meaning 408,257 fewer smokers
- (Source: <https://www.ontario.ca/page/smoke-free-ontario#section-0>)

RESPONSIBILITIES: EMPLOYERS

The employer shall:

- post "No Smoking" signs at all entrances, exits, washrooms and anywhere signs can be easily placed and seen
- make sure that no one smokes or holds lighted tobacco in an enclosed workplace, public place, or area where smoking is banned
- make sure that a person who does not comply leaves the premises
- remove ashtrays (or any object that serves as one)
- ensure that employees are aware of this policy and any areas where smoking is prohibited

An employer may not dismiss, threaten to dismiss, discipline, suspend, penalize, intimidate or coerce an employee who follows the act or seeks compliance with it.

RESPONSIBILITIES: EMPLOYEES

Employees shall not smoke in an enclosed workplace, public place or area where smoking is banned.

Employees shall remove ashtrays or any object that serves as one.

Employees shall encourage the public to follow the Smoke Free Ontario Act, by asking them to refrain from smoking in areas where smoking is banned or asking them to leave the premises.

ENFORCEMENT

Enforcement is a joint effort between the employer, employee and public to encourage employees and the public to comply with the Smoke Free Ontario Act. If compliance is not achieved, the Public Health Unit will investigate and can lay charges of not more than \$5,000.00 per individual and \$300,000.00 for corporations