

## ADDENDUM A: Procedures relevant to Policy HR & SIS- 30

All procedures relate to all Yukon College campuses including field schools, practicum and internship sites, conferences and off-site work meetings. These are extensions of experiential learning and work environments and normally occur in public spaces so territorial laws around use on public spaces apply.

### 1. Cannabis

**NOTE:** Medical cannabis is allowed as per the supporting evidence from a licensed health care provider. Such documentation must be presented to the relevant YC department. This would often be Human Resources for staff and Office of the Registrar and/or Campus Housing for students.

The following procedures apply for recreational cannabis.

#### a) Possession

Adults 19 or older may possess up to 30g of legal dried Cannabis or equivalent. This must be stowed in sealed, scent-proof containers.

Cannabis, in any form, is prohibited in Yukon College Vehicles. Yukon College vehicles are considered public and therefore storage and usage is prohibited.

Cannabis products in your private car must be stored in a closed container and out of reach of both the driver and any passengers.

#### b) Acquisition

As stated in the Act, cannabis can be purchased only from an approved retailer.

The sale of cannabis is prohibited in or on all Yukon College Facilities, or in Yukon College vehicles.

#### c) Growing Cannabis on Campus

Cannabis plants may not be grown in or on Campus Facilities. This includes YC Campus Housing.

As per territorial legislation, Campus Housing and Campus facilities are on public land.

If and when requested, exceptions may be granted for growing plants for research and academic purposes.

d) Cannabis Consumption in or on Yukon College Facilities and Grounds

Cannabis consumption (in any form) in or on YC Facilities is prohibited. This includes YC Campus Housing, Field School Stations, practicum and internship sites, conferences and off-site work meetings inclusive of all time spent representing YC.

YC is a public facility on public grounds and this includes all Campus Housing buildings and units.

There are 6 'smoke shacks' on Ayamdigut Campus. Smoking or vaping of Cannabis is not permitted in these public areas, including all Community Campuses. This is in line with territorial legislation.

Smoking or vaping of cannabis in vehicles is prohibited on Yukon College public property, including your private vehicle.

## 2. Alcohol

a) Possession

Adults 19 or older may possess liquor as per the details laid out in the 2002 Yukon Liquor Act.

90(1) Except as provided under this section, no person under the age of 19 years shall consume, purchase, or attempt to purchase or otherwise obtain or be in possession of liquor.

b) Acquisition

Adults 19 or older may acquire liquor as per the details laid out in the 2002 Yukon Liquor Act.

76(1) No person shall purchase liquor from a person who is not authorized under this Act to sell the liquor.

c) Consumption

Adults 19 or older may consume liquor as per the details laid out in the 2002 Yukon Liquor Act.

For consumption in Campus Housing, see 4.01 of the Campus Housing Standards and Living Handbook (APPENDIX A)

Exception for Alcohol

The use of Alcohol may be permitted in limited circumstances subject to prior approval by Senior Management.

Where prior approval is obtained, employees may use Alcohol after the workday, for example, on company-related travel status, at a YC- sponsored event, or in other similar business-related situations, provided formal company-related business is complete, Alcohol is used responsibly, and that the individual is not expecting to return to work.

Exceptions in no way release employees from their obligation to comply with all company policies or any applicable laws and regulations. Under no circumstance is an employee permitted to drive and arrangements should be made for alternate transportation. Furthermore, under no circumstances is the legal use of recreational cannabis, as permitted under the Cannabis Act in Canada, included or endorsed under the exception noted above.

### 3. Tobacco

Yukon Smoke-Free Places Act recognizes that residents of the Yukon have a right to live, study and work in a tobacco-free environment.

Smoking is prohibited outside of any designated smoking area on College owned or leased property including:

- within any College owned or leased buildings, including Campus Housing
- within any College vehicles

Designated smoking areas are established and clearly identified in compliance with territorial legislation.

#### 4. Vaping

Though vaping does not contain tobacco per se, the same procedures applying to tobacco and cannabis will apply to vaping on Yukon College campuses. Vaping is permitted only in the designated smoking areas; vaping of cannabis is not permitted as per YG legislation.

#### 5. Suspected impairment: identifying responding and reporting

All members of the YC Community are encouraged to address suspected impairment from any substance (medical, recreational, or other) as follows: if you become aware of an employee or a student who is showing signs of impairment (regardless of cause), it is imperative that action is taken. All actions should be handled with empathy and without judgement.

Impairment means having diminished physical and mental control. This can be caused by a variety of factors, for example, substance use (both legal and illegal), fatigue or illness and can potentially result in diminished attention, decision-making or reflexes.

Someone who is impaired may have difficulty completing their work / study tasks safely and may put themselves, colleagues, students and the public in danger.

**NOTE:** The first step is always to assess the situation keeping your personal safety as the first priority. Following this assessment should you deem it safe to proceed with a next step consider the following examples.

Examples of responsive actions include but are not limited to:

- i. When deemed to be safe to do so, speak to the employee or student to discuss their behaviour.
- ii. If the person is in crisis and needs immediate assistance, contact 911 emergency services or appropriate emergency contact in your community.
- iii. If needed, ask for assistance: get in touch with another colleague or community partner, safety and security or human resources if available.

- iv. State the concern is about safety for others and themselves. Be mindful of making assumptions about substance use.
- v. If necessary, consider having employee or student escorted home by contacting an appropriate community member or service such as EMS, taxi or family member; do not allow them to drive if you suspect impairment. If this individual chooses to drive, RCMP should be notified of the safety concern.
- vi. If applicable, notify senior management: if disciplinary action is required, follow Yukon College policies, Academic regulations and Collective Agreement guidelines on progressive discipline.
- vii. Provide information on our Employee Assistance Program, Student Counselling Services and any other available community supports. Encourage access and use and reassure the person that the services are voluntary and confidential.
- viii. Safety concerns regarding suspected impairment should be accompanied by an incident report form