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|------------------------------|-----------------------------------------------|------------------------------------------------------------------------------------|
| Procedure Name:              | HOUSING                                       |  |
| Approved By:                 | President's Council                           |                                                                                    |
| Approval Date:               | July 3, 2026                                  |                                                                                    |
| Next Scheduled Renewal Date: | July 2031                                     |                                                                                    |
| Procedure Holder:            | Director, Student Health Services             |                                                                                    |
| Operational Lead:            | Manager, Student Housing and Campus Community |                                                                                    |
| Procedure Number:            | ADM-006P                                      |                                                                                    |

## HOUSING PROCEDURE

### 1.00 PURPOSE

- 1.1 This procedure outlines the expectations and guidelines for students living in Housing (Wii Gyemsga Siwilaawksat).
- 1.2 Coast Mountain College (the College) is committed to providing a safe, welcoming and respectful living environment for students living on campus.

### 2.00 DEFINITIONS

- 2.1 **Eviction:** The removal of an Occupant from Housing by the College, in accordance with this policy and applicable procedures, due to a breach of Housing rules, no longer meeting eligibility requirements, or conduct that poses a risk to the safety, security, or well-being of others or the Housing community.
- 2.2 **Food and Beverage Card:** A mandatory card issued to Students residing in Housing, providing access to designated campus food service locations.
- 2.3 **Housing Acceptance Letter:** The official document issued by the College confirming an applicant's placement in Housing and outlining the Housing Agreement Start Date, Housing Agreement End Date, fees, and conditions of occupancy.
- 2.4 **Housing Advisors (HAs):** Full-time Students who live in housing and assist in ensuring that each and every Occupant has a positive Housing experience. They act as a part of a team, to uphold the College's Policies, Procedures, and guidelines in the Housing Handbook and help address questions or concerns that Occupants may encounter in the absence of Student Housing staff.
- 2.5 **Housing Agreement End Date:** The date specified in the Housing Acceptance Letter on which the Housing occupancy period ends and the Occupant must vacate Housing, unless otherwise approved by the College.
- 2.6 **Housing Agreement Start Date:** The date specified in the Housing Acceptance Letter on which the Housing occupancy period begins.
- 2.7 **Housing Guest:** An individual who is not currently registered as a CMTN Student but has been approved by the College for temporary occupancy in Housing accommodations (including the hotelling suite, Elder suite, or regular Housing units).

- 2.8 **Housing Handbook:** A document that provides Occupants with information about on-campus living in Housing. It outlines the rights and responsibilities and defines the expectations of Occupants while residing in Housing.
- 2.9 **Housing Office Personnel:** The College employees working in the Housing and Fitness Centre department.
- 2.10 **Key Card:** An identification credential issued to Students that provides access to College services and facilities, including Housing.
- 2.11 **Occupant:** A Student or Housing Guest who resides, for a specified period of time, in Housing.
- 2.12 **Service Animal:** An animal that is trained to perform tasks to assist a person with an exceptionality and is certified under applicable British Columbia legislation or recognized as a Service Animal under the BC Human Rights Code.
- 2.13 **Student:** An individual who is registered in any course or program at the College.
- 2.14 **The College:** Coast Mountain College (CMTN).
- 2.15 **Visitor:** An individual who is not an Occupant and who enters Housing during designated Visitor Hours with permission.

### 3.00 HOUSING ACCEPTANCE

- 3.1 Acceptance to Housing is not guaranteed. The College reserves the right to limit and prioritize acceptance based on availability, eligibility, and operational requirements. Prior to check-in, Occupants must:
  - a. Sign the Housing Acceptance Letter, which outlines all required payments and applicable deadlines.
  - b. Complete all required Housing payments, including the application fee, damage deposit, Food and Beverage Card, and first month's fees, all of which must be received before the move-in date.
    - i. Failure to comply with the payment schedule outlined in the Housing Acceptance Letter may result in withdrawal of the Housing offer in accordance with College requirements.

### 4.00 CANCELLATIONS, NO-SHOWS, AND EARLY DEPARTURES

- 4.1 Where written cancellation is received 5 days prior to the Housing Agreement Start Date, the individual will receive a full refund of Housing fees paid, less the non-refundable application fee. The individual will also be eligible for a full refund for the Food and Beverage Card fee, less any amounts used if the card has already been issued.
- 4.2 Where an individual does not take occupancy on or after the Housing Agreement Start Date without an approved cancellation, the individual will remain responsible for:
  - a. The non-refundable application fee;
  - b. The first month's Housing fees; and
  - c. The Food and Beverage Card fee, where applicable.Any prepaid Housing fees beyond these amounts will be refunded.

- 4.3 Where an Occupant voluntarily vacates Housing prior to the Housing Agreement End Date, the Occupant remains responsible for Housing fees up to the end of the month in which they vacate.
  - a. Refunds will not be issued for partial-month occupancy.
  - b. Any Housing fees paid in advance, beyond the month of departure, will be refunded.
  - c. An occupant may be eligible for a partial refund of Food and Beverage Card fees, in accordance with established Housing and College financial processes.
- 4.4 Where an Occupant no longer meets Housing eligibility requirements, including as a result of a change in enrolment status, the Occupant will normally be provided up to 14 days to vacate Housing. Housing fees and Food and Beverage Card fees may be adjusted or refunded based on the revised occupancy period.

#### 5.00 CHECK-IN AND MOVE-IN

- 5.1 Students must follow all move-in instructions, including assigned arrival dates and times, as outlined in the Housing Acceptance Letter.
- 5.2 At check-in, students must present valid government-issued photo identification for identity verification and access purposes.
- 5.3 Students must complete the mandatory Housing orientation upon arrival, which is delivered by a representative of the Housing Office.

#### 6.00 ROOM ASSIGNMENT

- 6.1 The College reserves the right to determine room assignment priorities and may adjust placement decisions based on operational needs and Housing demand.
- 6.2 Occupants will be assigned to rooms based on availability, with consideration given to preferences indicated in the Housing application.
- 6.3 Priority for one-bedroom units will be given to students with verified accommodation needs related to exceptionalities, medical requirements, or other protected grounds under applicable human rights legislation.
  - a. Students requesting accommodation must submit their request to the Housing Office. The College may require documentation that confirms functional limitations relevant to Housing needs. Documentation will be limited to what is necessary to assess and implement appropriate accommodation and will be handled in accordance with FOIPPA.
  - b. The College does not require disclosure of diagnosis information where it is not relevant to determining appropriate accommodation.
  - c. Accommodation requests are reviewed in collaboration with relevant College support services.
  - d. Housing units are limited and not all requests can be approved.
    - i. Submission of medical documentation does not guarantee assignment to a specific room type or accommodation.
- 6.4 Under certain circumstances, Occupants may be required to relocate to another room.

- a. Relocations may occur where necessary to support operational, maintenance, health and safety, or emergency purposes. Where possible, advance notice will be provided.

## 7.00 ROOM TRANSFERS

- 7.1 Occupants may request a room transfer at any time by submitting a written request to the Housing Office. All requests will be reviewed and are subject to availability and operational requirements of Housing at the time of the request.
- 7.2 Where a room transfer is approved, a cleaning fee may be applied to cover the cost of preparing the new space. Occupants may be charged any difference in room rates.

## 8.00 MOVE OUT

- 8.1 Occupants must notify the Housing Office at least 48 hours prior to their intended departure date to allow for scheduling of the room inspection.
- 8.2 Occupants are required to vacate Housing within the specified move-out period at the end of their term, which is designated in the housing agreement. Extensions may be granted at the discretion of the Housing Office.
- 8.3 Following move out, Housing Office Personnel will conduct a room inspection to assess for cleanliness, damages, and the condition of the unit.
  - a. Occupants may be charge for cleaning, repairs, replacement costs, or other damages resulting from misuse, neglect, or failure to leave the room or unit in an acceptable condition.
  - b. Any outstanding Housing-related charges, including charges identified during the move-out inspection, may be deducted from the damage deposit.
  - c. Where charges exceed the amount of the damage deposit, the Occupant remains responsible for payment of the outstanding balance.
- 8.4 Failure to comply with the check-out procedure may result in charges against the damage deposit and may result in one or more responses under Section 21.00 of this procedure.
- 8.5 The College does not provide references for the purpose of securing off-campus accommodations.

## 9.00 KEY CARD USE

- 9.1 Key Cards are issued for the Occupant's personal use only and must not be shared with any other individuals.
- 9.2 Lending or permitting use of a Key Card by another person is not permitted.
- 9.3 Occupants who are locked out or who have lost their Key Card must contact the Housing Office or campus security for assistance.
- 9.4 Occupants are responsible for any fees associated with lost Key Cards or lockout assistance.
- 9.5 Misuse of a Key Card may result in one or more responses under Section 21.00 of this Procedure.

## 10.00 SAFETY AND SECURITY

- 10.1 Occupants are to keep all common doors and unit doors locked at all times.

- 10.2 Visitors must be accompanied by their host at all times while in Housing facilities.
  - a. Unaccompanied, suspicious, or disruptive Visitors must be reported to security personnel.
- 10.3 The College is not responsible for loss, theft, or damage to an Occupant's personal property. Occupants are responsible for securing and insuring their personal belongings.

#### 11.00 ACCESS AND ENTRY

- 11.1 Once occupancy has commenced, assigned Housing units and individual rooms are considered the private living space of the Occupant(s). Access is restricted to Occupants, authorized College personnel, and individuals authorized in accordance with these procedures.
- 11.2 Except where permitted or required by law, authorized under College policy, or required for emergency, health, safety, or operational purposes, the College will not grant third-party access to a Housing unit, individual room, or shared living space without the presence of the Occupant.
  - a. In exceptional circumstances, Housing Office Personnel may grant third-party access in the absence of the Occupant where the request is reasonable, appropriately authorized, and does not create privacy, safety, or security concerns.
    - i. Housing Office Personnel must verify the Occupant's identity, consent, and authorization prior to granting access. Verification must occur through direct communication with the Occupant by telephone call or through the Occupant's College-issued email account.
    - ii. Housing Office Personnel shall document the authorization, identity verification, and decision-making process for any exception granted under this section.
    - iii. Examples of exceptional circumstances may include medical emergencies, hospitalization, or compassionate circumstances.
- 11.3 Housing Office Personnel or campus security may enter a Housing unit or individual room without the Occupant's consent only where reasonably necessary for:
  - a. Emergency situations where immediate access is required to protect health, safety, or property.
  - b. Maintenance, repairs, inspections, or operational requirements, with prior notice ordinarily provided to the Occupant.
  - c. Situations where there are reasonable grounds to believe a policy violation, safety risk, or illegal activity may be occurring.
  - d. Authorized cleaning, pest control, or scheduled inspections related to fire, health, wellness, or safety requirements.
- 11.4 In non-emergency situations, Housing Office Personnel will ordinarily:
  - a. Provide at least 24-hours advance notice including the date, approximate time, and purpose of entry, as well as the name and role of the individual entering.
  - b. Knock and announce their intent to enter before accessing the unit.
  - c. Enter only as reasonably necessary to fulfill the stated purpose.

- 11.5 Where entry occurs in the absence of the Occupant, Housing Office Personnel or campus security will leave a written notice indicating the date, time, and purpose of entry, as well as the name and role of the individual(s) who entered.

## 12.00 HEALTH AND SAFETY INSPECTIONS

- 12.1 Maintaining a clean, sanitary, and safe living environment is a shared responsibility of all Occupants. Occupants must keep their individual rooms and shared living spaces in a condition that meets established health, safety, and hygiene standards.
- 12.2 Occupants are responsible for:
  - a. maintaining the cleanliness of assigned rooms, shared living spaces, and common areas
  - b. regular removal of garbage and recycling to designated disposal areas
  - c. preventing pest attraction by properly storing food and maintaining sanitary conditions.
- 12.3 Housing Office Personnel will conduct regular health and safety inspections to assess cleanliness, safety, and maintenance conditions within Housing units and individual rooms. Inspections may occur with or without prior notice in accordance with Section 10.00.
- 12.4 Any alcohol, illegal drugs, or drug paraphernalia identified during room inspections may be documented and removed where necessary for safety purposes. This may result in one or more responses under Section 21.00 of this Procedure.
- 12.5 Where a room or unit does not meet acceptable health, safety, or cleanliness standards, including conditions involving excessive clutter, unsanitary conditions, persistent odours, pests, or other related concerns, Housing Office Personnel may require corrective action and conduct follow-up inspections as necessary.
- 12.6 Where concerns are identified, the Occupant(s) will receive written notice outlining:
  - a. the identified deficiencies
  - b. the required corrective actions
  - c. a deadline for compliance
  - d. notice of a follow-up inspection.
- 12.7 Where additional cleaning, pest control, or remediation is required due to Occupant actions or neglect, costs will be charged to the responsible Occupant(s), individually or collectively.
- 12.8 Where pest treatment or remediation is required, Occupants must comply with all prescribed treatment protocols, including cleaning, preparation of the unit, and removal or disposal of affected items. Any associated costs will be charged to the Occupant(s).
- 12.9 Health and safety inspections may include assessment of:
  - a. the general condition, cleanliness, and safety of individual rooms and shared living spaces
  - b. college-owned furniture, fixtures, appliances, and equipment

- c. conditions that may contribute to health, safety, maintenance, pest, fire, or property-related concerns
  - d. compliance with applicable Housing policies, procedures, and community standards.
- 12.10 Continued or repeated failure to maintain acceptable health, safety, or cleanliness standards may result in one or more responses under Section 21.00 of this procedure.

### 13.00 VISITORS

- 13.1 Visitor requirements are intended to support the safety, security, wellbeing, and privacy of the Housing community.
- 13.2 Occupants are responsible for the conduct of their Visitors and for ensuring Visitors comply with applicable College policies, Housing procedures, and Housing community standards.
- 13.3 Visitors must:
  - a. check-in at the Housing Office, front desk, or other designated location upon arrival
  - b. be accompanied by their host Occupant while in Housing
  - c. comply with all directions provided by Housing Office Personnel, campus security, or other authorized College personnel
  - d. follow all posted Visitor hours and access requirements.
- 13.4 Occupants sharing a unit must make reasonable efforts to communicate with roommates in advance regarding Visitors and to respect the reasonable privacy, safety, study, and sleep needs of other Occupants.
- 13.5 The College may establish limits regarding:
  - a. the number of visitors permitted within Housing spaces
  - b. access to communal or shared areas
  - c. Visitor hours or length of visits
  - d. access during safety, operational, or community-related concerns.
- 13.6 Overnight visitors are not permitted within Housing units or individual rooms.
  - a. Visitors requiring overnight accommodation must use approved College accommodations (such as the Hoteling Suite), where available, in accordance with applicable policies.
- 13.7 Occupants who reside in Housing and enter a room or unit not assigned to them are considered Visitors of that unit.

### 14.00 HOUSING FACILITIES

- 14.1 Housing facilities are provided for shared use by Occupants and must be used respectfully, safely, and in accordance with College policies, procedures, and the Housing Handbook.
- 14.2 Occupants are responsible for the appropriate use of Housing facilities, including maintaining cleanliness, proper use of equipment, and ensuring all shared spaces are left in a condition suitable for other users. Occupants may be held responsible for any damage, misuse, or additional cleaning requirements, including associated costs.

- 14.3 Community kitchens are available for Occupant use.
  - a. Occupants must clean all surfaces, appliances, and dishes after use, properly store food, and dispose of waste and recycling in designated areas.
  - b. Food must be stored in a sanitary manner and clearly labelled where required. Spoiled, abandoned, or improperly stored food may be removed and disposed of by Housing Office Personnel where necessary to address health, safety, sanitation, or pest-related concerns.
- 14.4 Laundry facilities are available for Occupant use during designated hours.
  - a. Laundry facilities are intended for personal use by Occupants only and must not be used for commercial or other purposes.
  - b. Items left unattended may be removed and held by the Housing Office for a limited period before being disposed of if unclaimed.
- 14.5 The computer room is available for Occupant use during designated hours and must be used in accordance with applicable College policies.
- 14.6 Bicycle storage is designated for bike storage only and is available to Occupants upon request and approval by Housing Office Personnel.
- 14.7 The Cultural Space, project rooms, and Maker's Space are shared facilities with specific intended purposes and are available upon request and subject to approval by the Housing Office. Requests must include the intended use, dates, times, names, and number of participants.
  - a. The Cultural Space is intended for cultural, ceremonial, educational, and community-based activities.
  - b. Project Rooms are intended for short-term group work, meetings, workshops, or project-based activities.
  - c. The Maker's Space is designated for use by First Nations Fine Arts students. It is not equipped for electrical sanding or similar activities.
  - d. Occupants using these spaces are responsible for maintaining cleanliness and restoring the space to its original condition. Costs associated with damage, cleaning, or remediation will be the responsibility of the Occupants who reserved the space.
- 15.00 WASTE AND RECYCLING
  - 15.1 Occupants must dispose of all waste and recycling in designated disposal areas.
  - 15.2 Occupants must store and manage waste and recycling in a clean and sanitary manner that does not create odours, pest concerns, or health and safety risks.
  - 15.3 Occupants are responsible for regularly removing waste and recycling from their unit and ensuring it is placed in the appropriate designated bins.
- 16.00 DECORATIONS AND FURNISHINGS
  - 16.1 Posters and decorations may only be placed on interior walls using non-damaging, College-approved materials. The use of nails, tacks, adhesives, tape, or similar materials that may damage surfaces, is not permitted.

- 16.2 Posting items on ceilings, doors, or windows, including flags, banners, or coverings visible from outside the unit, is not permitted.
- 16.3 Painting, drawing, wallpapering, applying decals, or altering surfaces in any way is not permitted.
- 16.4 Holiday and religious decorations are permitted provided they are used safely and do not present a fire or safety hazard.
- 16.5 Only furniture supplied by the College is permitted in Housing units and individual rooms unless prior written approval is obtained from the Housing Office.
  - a. Requests for additional items must include a description and the purpose of the item.
  - b. External furniture, including mattresses, chairs, sofas, or other large items, is not permitted without prior approval.
- 16.6 Furniture located in common areas must remain in its assigned location and must not be moved between rooms or shared spaces. Moving or removing common area furniture may result in charges for damages or labour.
- 16.7 College supplied furniture must not be disassembled, modified, or altered in any way.
- 16.8 Occupants are responsible for maintaining furnishings in good condition and may be charged for any damage, repair, or replacement costs.
- 16.9 Occupants are encouraged to personalize their space using freestanding items that do not damage or alter College property.

17.00 MAINTENANCE AND REPAIRS

- 17.1 Occupants must promptly report all maintenance and repair concerns within their assigned unit or common spaces to the Housing Office.
- 17.2 Maintenance concerns will be reviewed by Housing Office Personnel and, where required, referred to the Facilities Department for follow-up and repair.
- 17.3 Housing Office Personnel may conduct an initial assessment to determine the nature and urgency of the reported issue.
- 17.4 Authorized staff may enter units during regular working hours to complete maintenance and repairs, in accordance with Housing access and entry requirements.
- 17.5 In the event of an emergency maintenance issue, Occupants must immediately notify campus security and inform the Housing Office as soon as possible.
- 17.6 Occupants must cooperate with maintenance and repair activities, including providing access to their unit and preparing the space as required.
- 17.7 Maintenance and repair activities will be carried out within a reasonable timeframe, based on the nature and urgency of the issue.
- 17.8 Failure to report maintenance concerns that result in preventable damage may result in charges to the Occupant(s).
- 17.9 Housing Office Personnel must document maintenance concerns, repairs completed, and the condition of the unit for operational and compliance purposes.

18.00 PARKING

- 18.1 Parking is at the vehicle owner's risk. The College is not responsible for loss, theft, or damage to vehicles parked on campus.
- 18.2 Occupants must register any personal vehicle with the Housing Office.
- 18.3 Parking is permitted in designated College parking areas only and must not obstruct access, traffic flow, or emergency services, unless otherwise indicated.
- 18.4 The roundabout located at the entrance of the Housing building is designated as a fire lane. Parking or stopping in this area is not permitted at all times, except for authorized employees, contractors or maintenance personnel performing active work.

19.00 QUIET HOURS

- 19.1 To support a safe and respectful living environment conducive to study, rest, and community living, designated quiet hours are established by the College and communicated to Occupants.
- 19.2 Outside of designated quiet hours, Occupants are expected to be considerate of others at all times, recognizing that individuals may have varying study, work, and sleep schedules. Noise levels must be kept to a reasonable level so as not to disrupt others within the Housing community.
  - a. At any time, an Occupant may respectfully request that noise be reduced to a level that does not interfere with their ability to rest, study, or enjoy their living space.
  - b. Where directed by Housing Office Personnel or campus security, Occupants must comply with reasonable instructions to reduce noise levels.
- 19.3 Noise is considered excessive where:
  - a. it is disruptive to any Occupant on the floor, within the wing, or in the building
  - b. it can be heard from one room away, or from floors above or below, regardless of whether doors are open or closed
  - c. it attracts the attention of other Occupants or Housing Office Personnel and interferes with a respectful living environment.
- 19.4 Housing Office Personnel may address or document disruptive noise-related behaviour as appropriate.
- 19.5 All Occupants share responsibility for maintaining a respectful noise environment within Housing.
- 19.6 Failure to comply with quiet hours or reasonable noise expectations may result in one or more responses under Section 21.00 of this procedure.

20.00 FIRST AID AND ILLNESS

- 20.1 In the event of a medical emergency, Occupants should call 911.
- 20.2 A list of emergency contacts and resources is available in the Housing Handbook.
- 20.3 Occupants are expected to maintain valid medical insurance coverage for the duration of their stay in Housing.

- 20.4 All Occupants and Visitors must comply with the [Coast Mountain College Communicable Disease Plan.](#)

#### 21.00 REPORTS, ALLEGATIONS, AND INVESTIGATIONS

- 21.1 All reports and allegations should be submitted in writing where possible to the Manager of Student Housing and Campus Community by email at [housing@coastmountaincollege.ca](mailto:housing@coastmountaincollege.ca).
- 21.2 Any report or allegation submitted to the Manager of Student Housing and Campus Community will be reviewed to determine appropriate next steps, including whether an investigation is warranted.
- 21.3 Where an investigation is initiated, it may result in interim safety measures and/or one or more responses under Section 21.00 of this procedure.

#### 22.00 HOUSING VIOLATIONS, RESPONSES, AND OUTCOMES

- 22.1 The Housing Office Personnel are responsible for addressing violations of the Housing Handbook, this procedure, and any related College policies. Section 21.00 applies to all violations of this procedure unless otherwise specified.
- 22.2 Where a violation occurs, the Housing Office will determine appropriate responses based on the nature, severity, frequency, and impact of the behaviour, with consideration given to student well-being, community safety, and opportunities for learning and resolution.
- 22.3 Responses may include, but are not limited to, the following, and may be applied individually or in combination, depending on the circumstances:
  - a. educational or restorative measures (e.g. meetings, reflection activities, or learning requirements)
  - b. verbal warning
  - c. written warning
  - d. final written warning
  - e. Eviction.
- 22.4 Responses are not required to follow a progressive or sequential order. The Housing Office may implement any response, including eviction, based on the seriousness of the situation.
- 22.5 The Manager of Student Housing and Campus Community (or delegate) has the authority to impose disciplinary actions, up to and including Eviction.
- 22.6 Where an Occupant demonstrates ongoing or serious non-compliance with Housing standards, the Housing Office may determine that continued occupancy is not appropriate and may require the Occupant to vacate Housing, up to and including Eviction.

#### 23.00 APPEALS

- 23.1 An Occupant who is a party to a decision under this procedure may appeal that decision. Appeals must be based on one or more of the following grounds:
  - a. allegations that the decision lacked procedural fairness

- b. the emergence of relevant new information that was not available at the time the suspension decision was made and that may have affected the outcome.

- 23.2 Appeals must be submitted within 20 business days from the date the Occupant was notified of the decision, including Eviction appeals.
- 23.3 The Vice-President, Academic, Students, and International (or delegate) has the authority to hear and decide all appeals, including those related to Eviction.
- 23.4 Appeals must be submitted in writing, to [appeals@coastmountaincollege.ca](mailto:appeals@coastmountaincollege.ca)

#### 24.00 RELATED POLICIES, PROCEDURES, AND GUIDELINES

- 24.1 [ADM-006, Student Housing Policy](#)
- 24.2 [ADM-009, Student Non-Academic Conduct Policy](#)
- 24.3 [EDU-007, Sexualized Violence Policy](#)
- 24.4 [FAC-008, Hotelling Suite Policy](#)
- 24.5 [HMR-001, Employee Code of Conduct](#)
- 24.6 [HMR-003, Bullying, Harassment and Discrimination Policy](#)
- 24.7 [HMR-007, Smoking Policy](#)
- 24.8 [HMR-008, Drug and Alcohol Policy](#)

#### 25.00 OTHER SUPPORTING DOCUMENTS

- 25.1 [BC Cannabis Control and Licensing Act](#), SBC 2018
- 25.2 [BC Cannabis Distribution Act](#), SBC 2018
- 25.3 [BC Fire Services Act](#), RSBC 1996
- 25.4 BC [Freedom of Information and Protection of Privacy Act](#) (FOIPPA)
- 25.5 [BC Tobacco and Vapour Products Control Act](#)
- 25.6 [CMTN Communicable Disease Plan](#)
- 25.7 CMTN [Release of Information Form](#)
- 25.8 CMTN *Student Housing Handbook*
- 25.9 [Controlled Drugs and Substances Act](#) (Canada)
- 25.10 [Criminal Code of Canada](#)

#### 26.00 HISTORY

| Created/Revised/<br>Reviewed | Approval Date  | Author's Role                                | Approved By         |
|------------------------------|----------------|----------------------------------------------|---------------------|
| Created                      | June 2022      | VP, Academic, Students,<br>and International | President's Council |
| Revised                      | April 26, 2023 |                                              | President's Council |

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| Revised | May 26, 2026 | Director, President's Office      | President's Council |
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