


Policy Name:	ELDER SUITE	
Approved By:	Board of Governors	
Approval Date:	June 2, 2023	
Next Scheduled Renewal Date:	March 2028	
Policy Holder:	Indigenous Advisor to President's Office	
Operational Lead:	Indigenous Relations Advisor	
Policy Number:	IDG-002	

## ELDER SUITE POLICY

### 1.00 PURPOSE

- 1.1 Coast Mountain College (CMTN) has created an Elder suite in Wii Gyemsiga Siwilaawksat (the student housing building) on the Terrace campus to accommodate Elders when required for short stays.

### 2.00 DEFINITIONS

- 2.1 **Elder:** A person who is recognized as a custodian of Indigenous knowledge and lore, and who has permission to disclose knowledge and beliefs.
- 2.2 **Elder Suite:** A room that affords sleeping accommodations and a mini lounging space for Elders and is situated within a CMTN building.

### 3.00 POLICY SCOPE

- 3.1 This Policy and IDG-002P, *Elder Suite Procedure* apply to all guests using the Elder suite. Guests are expected to comply with all CMTN policies, as well as provincial and federal laws concerning health, safety, and public order.

### 4.00 USE OF THE SUITE

- 4.1 CMTN reserves the right to limit use of the Elder suite to those who meet eligibility requirements.
- 4.2 Requests to use the Elder suite are made by the host department and approved by the Indigenous Relations & Executive Advisor to the President.
- 4.3 In exceptional circumstances, CMTN reserves the right to allow stays longer than two weeks. Longer stays require the approval of the Indigenous Relations & Executive Advisor to the President and the Student Housing Coordinator.

### 5.00 SMOKING AND ALCOHOL

- 5.1 Smoking is not allowed within the Elder suite.
- 5.2 Guests who smoke (including tobacco, vaping, and cannabis) inside the Elder suite will face a fine of up to \$300.00 and immediate eviction from the suite.

- 5.3 Smoking outside the suite must be done in designated areas on Terrace campus.
- 5.4 Consuming alcohol is not allowed on CMTN property, including in the Elder suite.
- 5.5 Drugs and paraphernalia are not allowed in or around the Wii Gyemsga Siwilaawksat building.
- 6.00 SMUDGING
  - 6.1 The Elder suite does not have the required ventilation to allow smudging. Therefore, smudging is not allowed in the Elder suite.
  - 6.2 Smudging is allowed in the cultural space of Wii Gyemsga Siwilaawksat.
- 7.00 PETS AND PLANTS
  - 7.1 Pets and plants are prohibited in the Elder suite.
  - 7.2 Licensed guide dogs, service dogs, and service-dogs-in-training are allowed in the Elder suite. See IDG-002P, *Elder Suite Procedure* for more detail.
  - 7.3 Requests for accommodation with guide dogs or service animals must be made at the time of application. Documentation of the animal's certification will be required prior to approval.
  - 7.4 At this time CMTN is unable to accommodate support animals.
- 8.00 PRIVACY
  - 8.1 CMTN will not sell or give away guests' e-mail addresses or other contact information to third parties for e-mail marketing or any other purpose.
  - 8.2 All e-mail communications will be fully compliant with Canada's Anti-Spam Legislation (CASL).
- 9.00 PROHIBITED ITEMS
  - 9.1 Items such as weapons and explosives are prohibited in the Elder suite. See IDG-002P, *Elder Suite Procedure* for a detailed list of prohibited items.
- 10.00 RELATED POLICIES, PROCEDURES, AND SUPPORTING DOCUMENTS
  - 10.1 [ADM-006, Housing Policy](#)
  - 10.2 [EDU-007, Sexual Violence and Misconduct Policy](#)
  - 10.3 [HMR-003, Bullying, Harassment and Discrimination Policy](#)
  - 10.4 [HMR-007, Smoking Policy](#)
  - 10.5 [HMR-008, Drug, Alcohol, and Impairment Policy](#)
  - 10.6 [IDG-002P, Elder Suite Procedure](#)
  - 10.7 [BC Tobacco and Vapour Products Control Act](#)
  - 10.8 [Canada's Anti-Spam Legislation](#)
  - 10.9 [Cannabis Control and Licensing Act, SBC 2018](#)
  - 10.10 [Cannabis Distribution Act, SBC 2018](#)
  - 10.11 [Controlled Drugs and Substances Act](#)

11.00 HISTORY

<b>Created/Revised/ Reviewed</b>	<b>Date</b>	<b>Author's Name and Role</b>	<b>Approved By</b>
Created	Apr 11, 2023	L. Lyons, Editor/Writer	Board of Governors