

# Burnaby Horsemen's Association Policy: **Evacuation Relief**

Approved: [MARCH 28 2022](#)

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## 1 **Applicability**

Due to the emergency weather situations happening with increased frequency in BC, BHA will offer temporary stabling, free of charge, for those displaced due to, for example, wildfires, floods, or landslides, with the following supporting guidelines.

## 2 **Policy**

- a) A BHA member will be appointed as the "Emergency Coordinator" to liaise between horse owners (or person responsible for the horse), the Board and members. This role is responsible for coordinating stall occupancy/departure, ensuring appropriate care, feed, and supplies are being provided, and support horse owners with facility onboarding and questions.
- b) The Emergency Coordinator role is responsible for:
  - i) role is responsible for coordinating stall occupancy and departure
  - ii) managing completion of the Temporary Facility Agreement, including confirming HCBC membership and waivers
  - iii) facilitating key deposits (will record and hold cheque/cash until key returned), distribution and collection of keys
  - iv) checking on stabling need status on a weekly basis with stall occupants
  - v) ensuring appropriate care, feed, and supplies are being provided
  - vi) support horse owners with facility onboarding and questions
  - vii) if required, reaching out to Horse Council of BC (HCBC) Animal Disaster Relief Fund which offers feed and bedding supplies for up to 2 weeks or advising the Board if any concerns arise
- c) Temporary facility use and stabling (BHA lesson stalls only) will be valid for the duration of the emergency situation, on a week to week basis, or until stalls are required for BHA lesson program.

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- d) BHA can only offer self-care boarding (i.e. owner/caretaker provides care, facilitates feed, bedding, etc.). If assistance is needed, owner can reach out to the Emergency Coordinator to see if further support is available.
- e) A “Temporary Facility Agreement” with owner (or person responsible for the horse) will cover stall use, care responsibilities and access to facility, requirements (i.e. HCBC member) including expectations (i.e. expenses covered by owner). A Facility Use Agreement will be created and utilized for this emergency purpose, including insurance waivers and responsibility for repairs.
- f) A communication from the Secretary or Communications Director will go out to the BHA membership advising of this emergency support situation and sharing for members to connect with the Emergency Coordinator if they are interested in helping in any way or know of any horses displaced.
- g) Intent is to first offer stabling to those known to BHA members and secondly to those who directly inquire with BHA. If further offering of stalls is required, then the Emergency Coordinator will connect with the Board to facilitate posting on HCBC’s suggested Facebook page ‘BC Alberta Emergency Livestock Animal Horse Evacuation Support Group’.
- h) Aligning to our current rules and regulations, no stallions over the age of two are allowed.

## 3 Supporting Documents

- a) Related BHA Policy
- b) Related BHA Rules & Regulations
  - i) Article 1 (Rules for Renting of Stalls), Part 5 (Sublease Agreements), 5.4
- c) Related BHA Constitution & Bylaws
- d) Other References
  - i) BHA Temporary Facility Use Agreement
  - ii) Burnaby Horsemen’s Association Code of Conduct (for Temporary Use of Facility during Evacuation Emergency)

## 4 Review Schedule

<b>Policy Approved:</b>	<b>August 19 2021</b> (BHA Board of Directors)
<b>Policy Owner:</b>	Vice-President
<b>Next Review Scheduled:</b>	APRIL 2023

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## 5 Version History

Date	Version Number	Details
August 19 2021	1.0	Initial version developed
March 28 2022	1.1	Formatting changed "Wildfire" evacuation broadened to all evacuations, given flood emergency in Nov/Dec 2021