

# Burnaby Horsemen's Association Policy: **Barn Committees**

Approved: MARCH 28 2022

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## Applicability

This policy outlines the roles and responsibilities of Barn Committees.

## Policy

1. There are three barns on the BHA premises (Barns 1, 2, and 3) and each of them will elect a Barn Committee that shall help with maintenance of the facility and enforcement of Barn Rules.
  - a. Barn Committee elections shall be held annually in the month of September with fourteen (14) days written notice posted in the barns. Each Stall will have one vote: Barn Committee elections to be done by ballot. No proxy voting is allowed. A Quorum shall consist of the representatives of ten (10) stalls.
  - b. Barn Committees must consist of at least four (4) members.
2. Responsibilities of Barn Committees include, but are not limited to:
  - a. Ordering hogfuel and arranging bin pick ups.
  - b. Inspections of stalls and hay lofts for safety and maintenance standards.
  - c. Deciding when paddock doors and windows must be closed because of cold weather and notifying Barn Occupants of this decision.
  - d. Approving all repairs to pipes that require the use of a torch and ensuring that when such repairs take place, two persons are present.
  - e. Ensuring Barn Occupants maintain their stalls according to standards of the facility.
  - f. Helping to prevent the spread of contagious diseases by coordinating quarantine or other measures. Barn Occupants are required to notify the Barn Committee in the case that their horse is diagnosed with a contagious disease.
  - g. Maintaining a first aid kit (out of Barn Operating Fees) that shall be kept at a designated location in each barn.
  - h. Enforcing all Barn Rules.
    - i. Barn Occupants disciplined by the Barn Committee have the right to appeal to the Board of Directors.

## Supporting Documents

- 1) Related BHA Policy
  - a) General Barn Safety Policy
  - b) Stall Maintenance Policy
- 2) Related BHA Constitution & Bylaws
  - a) Bylaw 7.6

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## Review Schedule

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|-------------------------------|---------------|
| <b>Policy Adopted:</b>        | March 28 2022 |
| <b>Policy Owner:</b>          | President     |
| <b>Next Review Scheduled:</b> | April 2023    |

## Version History

| Date          | Version Number | Details  |
|---------------|----------------|--|
| March 28 2022 | 1.0            | Initial version posted on BHA website (from Rules & Regulations, 2006) |
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|               |                |  |