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To: Regional Directors  
Director, Construction & Maintenance  
Chief Engineer  
District Managers, Transportation  
Sr. Manager, Avalanche and Weather Programs

Re: **Ministry Avalanche and Weather Programs - Overview**

The purpose of this document is to define the roles and responsibilities of the Headquarters Avalanche and Weather Program in addition to roles and responsibilities associated with Avalanche Programs located within various Districts.

### **Avalanche and Weather Programs - Objectives**

The primary objectives of the Ministry Avalanche and Weather Programs are:

- a) Ensure safety of highway users
- b) Minimize frequency and duration of avalanche related road closures
- c) The Weather Network Program's mission is to provide effective environmental sensing services that support the safety and integrity of the provincial highways system

In order to achieve these objectives, Ministry staff ensure their programs are operated in compliance with Ministry policy, provincial and federal regulations and in cooperation with maintenance contractors and other stakeholders and/or groups.

### **Avalanche and Weather Programs – Policy**

Avalanche and Weather Programs Headquarters develops and delivers to District Avalanche Programs operational safety policy, procedures, guidelines and standards to ensure that all individual area programs meet or exceed Ministry and Canadian avalanche industry standards.

### **Headquarters and District Avalanche Programs – Operational Relationships**

Avalanche and Weather Programs, Headquarters office assumes a leadership role in all aspects related to the design and delivery of provincial avalanche and weather safety services.

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District Avalanche Programs operate in accordance with the parameters of technical guidance provided by the Headquarters office.

The Ministry manages eight avalanche field programs; seven are operated by District staff, one is operated by Headquarters. There are various highway Districts with active avalanche areas that receive their avalanche safety services from other Districts.

### **Ministry Managers - Responsibilities**

The core responsibilities of Ministry managers who are involved in the delivery of avalanche safety programs are outlined below:

#### **1. Sr. Manager, Avalanche and Weather Programs**

The core responsibility of the Sr. Manager, Avalanche and Weather Programs is to oversee all aspects of the Weather Network Program in addition to setting avalanche safety operational policies and to provide technical direction related to provincial avalanche safety services. This includes the following:

- The planning, development, implementation and review of the Ministry's Weather Network Program;
- The planning, development, implementation and review of the Ministry's provincial avalanche forecasting, protection and safety services programs;
- Setting policy and standards for avalanche safety and avalanche management for Ministry and Maintenance Contractor staff;
- Providing technical direction for Ministry personnel involved in the delivery of avalanche safety services;
- Assisting District Managers in all aspects of avalanche personnel issues related to job postings, succession planning strategies and Employee Performance and Development Plans.

#### **2. District Managers of Transportation and/or District Operations Manager**

There are seven avalanche programs that exist within various Districts. The core avalanche related responsibilities of District Managers who have Avalanche Programs within their Districts consist of the following:

- Operate an avalanche program consistent with Ministry avalanche policies, procedures, standards and guidelines;
- Ensure District avalanche programs infrastructure is sufficiently resourced in order to achieve the Ministry Avalanche and Weather Program objectives.

**Proposals for Infrastructure or Policy Change**

Proposals for change within District Avalanche Programs, where such changes may have impact on the effectiveness of these programs' operations are subject to review and approval of the Sr. Manager, Avalanche and Weather Programs.

Proposals for changes in any policy, procedures, guidelines and standards of the provincial avalanche safety program are subject to review and approval of the Sr. Manager, Avalanche and Weather Programs.

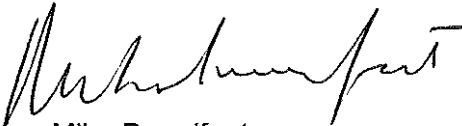
Proposals for changes to the Weather Network Program involving data communications, sensor technology, design, relocation, additions or deletions of weather stations are subject to the review and approval of the Sr. Manager, Avalanche and Weather Programs.

**Avalanche and Weather Programs – Summary**

Challenging weather and topography requires a collective and efficient response to maintain the integrity of highway infrastructure and to mitigate avalanche hazards above provincial highways.

Ministry objectives related to safety and service involves a process of consultation, collaboration and participation by Region, District and Headquarters personnel to ensure that the high standards of excellence in the Avalanche and Weather Program are maintained.

If you have any questions regarding this, please contact Mike Boissonneault, Sr. Manager, Avalanche and Weather Programs at 250-387-7523.



Mike Proudfoot,  
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Highways Department