



# Course Catalogue

2017/18 Fall-Winter



*UBC Student Union Building | Bird Construction Group  
2016 Awards of Excellence (Gold) Winner*



SAVE THE DATE!



# 2018 Construction LEADERSHIP Forum

May 4-5, 2018 @ Fairmont Chateau Whistler  
[vrca.bc.ca/conference](http://vrca.bc.ca/conference)

*"The VRCA Construction Leaders Forum is a great opportunity for everyone who is connected to the construction industry to network, learn and engage in new innovative practices that are going to grow their business and develop their best people"*

Michael Prince, WalletCard



*"It was my first time at a VRCA event. I was given the opportunity by my boss and I thought I would go because I was happy with a paid day off!! How wrong I was....I got way more out of it than I had expected. From the very inspirational keynote to most interesting talks and with all the networking opportunities I had a great weekend!"*

Greg McKeon IRL Construction Foreman/Supervisor



## VRCA Awards of Excellence 2017

Celebrate excellence in construction!

October 25, 2017 @ Vancouver Convention Centre West

[vrca.bc.ca/awards](http://vrca.bc.ca/awards)



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VRCA  
MEMBERS  
**SAVE UP TO  
25%**  
ON COURSES!

## About VRCA

### WHY CHOOSE VRCA?

With close to 700 members, we are British Columbia's largest and most inclusive regional construction association. As the industry's business hub, VRCA provides the resources you need to be informed, productive, competitive and most importantly, profitable over the long term.

### BUSINESS-ORIENTED SUPPORT IN ONE PLACE

We think of ourselves as an extension of your team. At VRCA, we are passionate about your success and we want to contribute to it. We connect you with the resources to grow your business, the people you need to know and exclusive opportunities to drive your bottom line, so you can focus solely on what you do best.

### WHO CAN JOIN?

The VRCA proudly represents union and non-union, general and trade contractors, manufacturers, suppliers and professionals who service the industrial, commercial and institutional construction industry.

### For more information and to become a member:

Visit: [membership.vrca.bc.ca](http://membership.vrca.bc.ca)  
Email: [membership@vrca.bc.ca](mailto:membership@vrca.bc.ca)

## ONLINE REGISTRATION

To register for any of the courses featured in the Course Catalogue, visit [www.vrca.bc.ca](http://www.vrca.bc.ca) or email [education@vrca.bc.ca](mailto:education@vrca.bc.ca).

# VRCA



CANADIAN CONSTRUCTION  
ASSOCIATION  
CANADIENNE DE LA CONSTRUCTION

## Gold Seal Certification

### What is the Gold Seal Certification Program?

The Canadian Construction Association (CCA) Gold Seal Certification Program is a comprehensive certification program that showcases expertise and commitment to the construction industry and ensures practitioners are ready to meet the demands of construction projects across the country.

### Why Choose Gold Seal Certification?

Gold Seal Certified (GSC) credentials set you apart from the competition! Because the credentials certify your education, experience and competency, they demonstrate your commitment to the industry and to your career. Industry recognized and developed, Gold Seal Certification ensures that both you and your construction projects excel.

Learn more about the Gold Seal Certification Program at: [www.goldsealcertification.com](http://www.goldsealcertification.com).

### Did you know?

The Gold Seal Certification program has introduced a requirement that effective January 1, 2017, all applicants need to take the **Construction Industry Ethics** course (both online and classroom portions) to qualify for certification. You can find information about these courses on pages 6 and 10.

### Gold Seal Information Webinar

1 hour information webinars are held monthly. Check out our [Education Calendar](#) for the next session and to register.

### Ready to Challenge the Gold Seal Exam?

Upcoming exam dates:

- **Jan 19, 2018** (Deadline for application is Dec 15, 2017)
- **April 20, 2018** (Deadline for application is Mar 9, 2018)



## Residential Builders Continuing Professional Development

### What is Continuing Professional Development?

In March 2015, the provincial government announced an enhanced licensing system for BC's residential builders. All general contractors are required to take Continuing Professional Development (CPD) as a condition of their license renewal.

### How can we help?

We offer both classroom and online courses that have been approved by BC Housing Licensing and Consumer Services (formerly Homeowners Protection Office) for points towards Continuing Professional Development (CPD) upon successful completion.

Learn more about Continuing Professional Development at: [www.bchousing.org/licensing-consumer-services](http://www.bchousing.org/licensing-consumer-services).



## Business Development

### Communication Skills for Construction



Great communication is essential for construction leaders! In this course, participants will learn how to improve their listening, speaking and writing skills. Participants will leave with a better understanding of how to communicate goals and strategies effectively, as well as lead collaborative decision making.

**Instructor:** Tim Williams, BGC Partners Inc.  
**Dates:** November 2-3, 2017 (MNP Surrey\*)  
**Time:** 8:30am-4:30pm  
**Price:** VRCA Member - \$595 / Full - \$675

### Construction 101



Don't let the name "101" fool you! This course is intended for both new and experienced members of the construction industry. Participants will receive an introduction to the industry and learn about roles, responsibilities, construction documents, risk management, legal matters, project management, tendering, bidding and contracts.

**Instructor:** Debbie Hicks, DSH Consulting  
**Dates:** October 12-13, 2017 (VRCA Vancouver)  
 January 11-12, 2018 (VRCA Vancouver)  
**Time:** 8:00am-4:30pm  
**Price:** VRCA Member - \$395 / Full - \$495

\* The MNP office is located at 15303-31st Avenue, Surrey

### Construction Estimating



This course is designed for construction estimators and those with experience in construction who want to improve their knowledge of estimating or become estimators. Participants will acquire knowledge and learn skills to estimate construction projects and prepare a successful bid. Course topics will include project analysis, risk analysis, bid strategies and processes, Construction Division Codes, bonding and insurance.

**Instructors:** Mark Waters, BGC Partners Inc.  
 Tim Williams, BGC Partners Inc.  
**Dates:** November 9-10 (MNP Surrey\*)  
 February 26-27, 2018 (VRCA Vancouver)  
**Time:** 8:30am-4:30pm  
**Price:** VRCA Member - \$595 / Full - \$675

**MNP** ACCOUNTING  
 CONSULTING  
 TAX

Thank you to MNP for their continued partnership that allows us to deliver our courses from the MNP Office at 15303 - 31st Avenue, Surrey.

### WE CAN DESIGN A TRAINING PROGRAM FOR YOU!

The VRCA can work with you to develop a training solution that fits with your work schedule and is tailored to the learning needs of your employees. Our training is cost effective and delivered by qualified instructors with industry experience.

For more information, email [education@vrca.bc.ca](mailto:education@vrca.bc.ca) or call 604-294-3766

## Classroom Courses

Business Development Continued...

### Construction Industry Ethics

By maintaining high ethical standards and being consistent in our practices, we thrive both personally and professionally. This course will help you navigate the ethical grey areas you face every day.

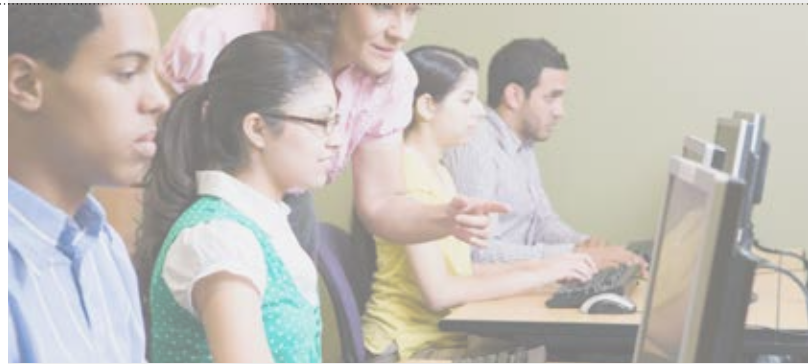
**Instructor:** Tim Williams, BGC Partners Inc.  
**Dates:** November 8, 2017 (VRCA Vancouver)  
February 7, 2018 (VRCA Vancouver)  
**Time:** 8:30am-4:30pm  
**Price:** VRCA Member - \$295 / Full - \$355

**Note:** Gold Seal participants are required to complete the Construction Industry Ethics online course (see page 10) prior to enrolling in the classroom course.

### Introduction to Construction Blueprint Reading

This course takes participants through the stages of blueprint reading, including dimensions, elevation, drawing, specifications and schedules. Using both residential and commercial samples of blueprints, participants will gain experience and practical knowledge for their day-to-day work in construction companies.

**Instructor:** Chad Brechin, Integrity Design Studios Inc.  
**Dates:** November 17, 2017 (VRCA Vancouver)  
January 18, 2018 (MNP Surrey\*)  
March 15, 2018 (VRCA Vancouver)  
**Time:** 8:30am-4:30pm  
**Price:** VRCA Member - \$295 / Full - \$355



## Computer Skills

### NEW! BIM Virtual Project Workshop

This course is designed for a broad range of senior management and operational personnel. By working directly with the software, participants will get a compelling insight into the practical benefits of BIM, as well as an improved understanding of how to plan the implementation of BIM processes.

The standard course material is based on a templated project, a low rise community located in the City of Vancouver. The processes and software adopted will be aligned to industry best practice, including PAS 1192 and relevant Canadian standards.

**Instructors:** BIM Academy Ltd.  
**Dates:** November 22-23, 2017 (VRCA Vancouver)  
**Time:** 9:00am-5:00pm  
**Price:** VRCA Member - \$1,495 / Full - \$1,695



### NEW! Wine 101

This is a fun and interactive course that teaches the basics of wine including major grape varieties and styles, wine tasting, food and wine pairing, wine service, wine storage, general do's and don'ts. There will be lots of opportunity for questions and discussion and this course will be lead by Mark Shipway, one of Vancouver's leading wine educators.

**Instructor:** Mark Shipway  
**Dates:** November 17, 2017 (VRCA Vancouver)  
March 1, 2018 (VRCA Vancouver)  
**Time:** 5:00pm-7:00pm  
**Price:** VRCA Member - \$89 / Full - \$139

### In From the Site: Office Computer Programs Simplified

This course will familiarize you with several of the most prominent Microsoft programs including Excel for calculations, Outlook for emails and Word for notes, files and letters. Participants will also be introduced to estimating software, PDF markup software, MS Project for project management and RiskMP for risk and change management.

**Instructors:** Anne Leroux, ESCTT Inc.  
Greg Leroux, ESCTT Inc.  
**Dates:** January 15-16, 2018 (VRCA Vancouver)  
**Time:** 8:30am-4:30pm  
**Price:** VRCA Member - \$595 / Full - \$675



\* The MNP office is located at 15303-31st Avenue, Surrey

## Microsoft Excel for Construction - Novice



During this one day course, using Microsoft Excel tools, participants will learn how to better understand their business performance, examine profitability of various jobs and business areas, develop budgets and examine business scenarios. This course will cover basic Microsoft Excel tools including simple spread sheets, presentations, reports and formulae to help improve efficiency and analyze data.

**Instructors:** Anne Leroux, ESCTT Inc.  
Greg Leroux, ESCTT Inc.

**Dates:** January 17, 2018 (VRCA Vancouver)

**Time:** 8:30am-4:30pm

**Price:** VRCA Member - \$299 / Full - \$379

## Microsoft Excel for Construction - Advanced



This advanced level course will give you a better understanding of how to analyze data to create what-if scenarios. Learn the advanced features of Microsoft Excel to consolidate data in minutes, perform audits, present and share complex workgroup information, as well as analyze, share and manage data. By using electronic forms, you can save hours of time, access consolidated data easily and improve communications between departments.

**Instructors:** Anne Leroux, ESCTT Inc.  
Greg Leroux, ESCTT Inc.

**Dates:** January 18, 2018 (VRCA Vancouver)

**Time:** 8:30am-4:30pm

**Price:** VRCA Member - \$299 / Full - \$379

## Construction Procurement

### NEW! Infrastructure Masterclass

Procuring construction services in the public sector is a highly specialized practice requiring unique experience, knowledge and skill. With contractors in demand, resources at a premium and timelines tight, now more than ever procurement professionals hold the master key to successful project delivery. Designed for public sector employees at the local, regional, and provincial levels, including those from school districts and health authorities, who play a direct or indirect role in managing the procurement process for construction projects, this one day workshop will review foundational best practices in procurement and highlight issues relevant to today's unique construction market challenge.

**Instructors:** National Education Consulting Inc.

**Dates:** November 17, 2017 (VRCA Vancouver)

**Time:** 8:00am-4:00pm

**Price:** VRCA Member - \$599 / Full - \$779

## Leadership & Management

### Construction Business Management



Learn how to improve the management and business systems in your construction company. This course will cover all areas of a construction business including strategic planning, business planning, marketing, operations, HR management, financial reporting, bonding and insurance and risk management.

**Instructor:** Tim Williams, BGC Partners Inc.

**Date:** October 16-17, 2017 (MNP Surrey\*)

**Time:** 8:30am-4:30pm

**Price:** VRCA Member - \$595 / Full - \$675

### Project Management



Learn how to successfully manage a construction project! Participants will gain an understanding of the project processes and constraints encountered by project managers (using PMBoK 5th Edition approach). The course will cover project planning, contract process, risk management, estimating, cost control, scheduling, communications and postmortem analysis.

**Instructors:** Mark Waters, BGC Partners Inc.  
Tim Williams, BGC Partners Inc.

**Dates:** December 4-5, 2017 (VRCA Vancouver)  
February 22-23, 2018 (VRCA Vancouver)

**Time:** 8:30am-4:30pm

**Price:** VRCA Member - \$595 / Full - \$675

### Supervisory and Management Skills



This course will enhance your ability to build a collaborative team culture, improve morale and effectively communicate with people on their job sites. Participants will learn about leadership, motivational theory and application, improving group and individual performance, psychographic testing, time and stress management, staff training, substance abuse, appropriate discipline techniques, negotiating skills, conflict resolution and construction management systems.

**Instructor:** Mark Waters, BGC Partners Inc.  
Tim Williams, BGC Partners Inc.

**Dates:** October 26-27, 2017 (VRCA Vancouver)  
January 25-26, 2018 (VRCA Vancouver)

**Time:** 8:30am-4:30pm

**Price:** VRCA Member - \$595 / Full - \$675

\* The MNP office is located at 15303-31st Avenue, Surrey



*Audain Art Museum | Pocklington Building Systems Ltd.  
2016 Awards of Excellence (Gold) Winner*

## Legal Matters

### Builders Lien Act

The Builders Lien Act is a useful tool if used properly, however, if misunderstood, it can lead to serious financial and legal consequences. This course will provide participants with the knowledge and background to understand the rights, remedies and processes created by the Builders Lien Act.



**Instructor:** Tyler Galbraith, Jenkins Marzban Logan LLP  
**Dates:** December 7, 2017 (VRCA Vancouver)  
**Time:** 8:00am-11:00am  
**Price:** VRCA Member - \$89 / Full - \$139

### Construction Law

In this course, participants will develop an understanding of contract law as it relates to construction and the various CCDC/CCA and other contracts used within the industry. Participants will also learn how the Builders Lien Act works and the other legal means to resolve construction disputes and avoid litigation.



**Instructors:** David Letkemann, Linley Welwood LLP  
 Mark Waters, BGC Partners Inc.  
 Tim Williams, BGC Partners Inc.  
**Dates:** December 11-12, 2017 (MNP Surrey\*)  
 March 1-2, 2018 (VRCA Vancouver)  
**Time:** 8:30am-4:30pm  
**Price:** VRCA Member - \$595 / Full - \$675

### Change Order Management

Changes are an inevitable part of the construction process but if not managed well, change orders can cause unnecessary project disruptions and lead to cost increases and schedule delays. This course will provide participants with best practices for successfully navigating this complex project management challenge.



**Instructors:** Mark Waters, BGC Partners Inc.  
 Tim Williams, BGC Partners Inc.  
**Date:** October 3, 2017 (VRCA Vancouver)  
 February 19, 2018 (MNP Surrey\*)  
**Time:** 8:30am-4:30pm  
**Price:** VRCA Member - \$295 / Full - \$355

### Tender, Contract and Builders Lien Law

The legal rights and obligations of those involved in a construction project crystallize in the tendering phase and end well after the project is completed. During the construction process, those legal rights and obligations change and expand based on, for example, the contracts in place, the Builders Lien Act and the bonds that have been issued. In order to ensure that the project is built properly, on time and on budget, it is important that all involved know and understand their legal rights and obligations. This course is designed to provide those involved in the construction industry with the legal foundation to navigate through the tender and construction phases of a project.



**Instructor:** Tyler Galbraith, Jenkins Marzban Logan LLP  
**Date:** October 18, 2017 (VRCA Vancouver)  
 February 21, 2018 (VRCA Vancouver)  
**Time:** 8:00am-11:00am  
**Price:** VRCA Member - \$89 / Full - \$139

\* The MNP office is located at 15303-31st Avenue, Surrey



## Safety

### Leadership for Safety Excellence™

This course introduces the basic concepts of health and safety that the participants will need to know so that their company can set up an excellent health and safety program. It is designed for people who are responsible for health and safety in their organizations. We introduce leading edge practice in health and safety and provide ideas and practical tools to take back to the workplace and use right away.

**Instructor:** BC Construction Safety Alliance  
**Date:** Visit our [Education Calendar](#) for dates  
**Price:** \$200 \* Eligible for No Cost Training



**\*BCCSA's No Cost Training:**

If your employer belongs to construction sector 72, or has the classification unit (CU) number 704008, or CU 712033 then you are eligible for FREE training in BC for select courses!

Contact BCCSA for more information: [info@bccsa.ca](mailto:info@bccsa.ca)



### Principles of Injury Management

This one day course introduces leading edge practices in injury management and provides ideas and practical tools that participants can take back to their workplace and use right away.

**Instructor:** BC Construction Safety Alliance  
**Date:** Visit our [Education Calendar](#) for dates  
**Price:** \$100 \* Eligible for No Cost Training



### Train the Safety Trainer

This one-day course is designed to assist participants to plan and deliver safety training. Ideas and strategies are presented that will provide participants with a basis for making sound decisions in their training settings. The emphasis in this course is on the development of practical skills that they can take back and use.

**Instructor:** BC Construction Safety Alliance  
**Date:** Visit our [Education Calendar](#) for dates  
**Price:** \$100 \* Eligible for No Cost Training



## Management Webinar Series



MNP is a leading national accounting, tax and business consulting firm in Canada. They proudly serve and respond to the needs of their clients in the public, private and not-for-profit sectors. VRCA is excited to partner with MNP to offer the following webinars:

### NEW! Building Your Business with the Finish Line in Mind

To build the business you have today, you've invested years of your life along with significant financial resources. But sooner or later, there will be a sale. You don't always get to choose when – or why – you leave your business. But you can make sure that whenever that day comes, you're prepared. Will you transfer your business to a family member? Will you sell to a promising employee or an outside investor? To have a choice and exit on your terms, you need a plan. Whether you are just starting out in business or beginning to think about retirement, this informative presentation will provide an overview of how to build your business so you can maximize its value, minimize taxes and prepare for its eventual sale or transition.

**Instructor:** Shane King, CPA, CA, MNP  
**Dates:** October 12, 2017 (Webinar)  
**Time:** 12:00pm-1:00pm  
**Price:** VRCA Member - \$39 / Full - \$49

### NEW! Tax Planning 101

A commonality amongst business owners is good tax planning. Although a successful business cannot avoid paying income tax, there are tax planning strategies that can be undertaken by businesses to optimize their tax planning approach. These tax planning strategies can include, among other things, income splitting and consideration of distribution to the owner in the form of dividends versus salary. This session will discuss tax issues and related planning opportunities for various stages of the business lifecycle.

**Instructor:** Kevin Wong, CPA, CA, MNP  
**Dates:** February 20, 2018 (Webinar)  
**Time:** 12:00pm-12:45pm  
**Price:** VRCA Member - \$39 / Full - \$49

# Enjoy the Flexibility of Learning Online!

The VRCA is excited to partner with the BC Construction Safety Alliance, Danatec, BuildForce Canada, BIS Training Solutions and Education To Go, to offer hundreds of online courses, a sample of which is outlined below. Designed to enhance business development, leadership and management, productivity, computer and safety skills, our online courses can be taken anywhere you have access to the internet.

## Business Development

### Building Teams That Work

Teams are becoming a staple in today's workplace. In this course, you'll learn the components of a successful team and the stages of its development. You'll master the skills you'll need to effectively manage projects, make decisions, and solve problems in a team setting. Plus, you'll have a chance to learn the pitfalls of unhealthy group interaction and minimize any of its effects on your team.

Along the way, you'll follow real-life examples and scenarios to help you identify with the team-building process. There's a lot more to it than just getting a number of people together in a room at the same time. Are you eager to develop your leadership qualities and be a quality team participant? Many of today's teams rotate leadership roles, so it's crucial to understand both perspectives as you learn the best ways to communicate and work together for positive change.

### Communication, Negotiation, and Conflict Resolution



This course has been designed to help improve written, verbal and negotiating skills within the construction industry. The course contains interactive elements, case studies, practical examples, a search function, course glossary and reference library. This course is intended for supervisors, project managers, etc. who must deal effectively and professionally with clients, consultants, trade partners and employees.

### Construction Industry Ethics



Ethical behaviour is paramount in the construction industry. By maintaining high ethical standards and being consistent in our practices, we thrive both personally and professionally. The Construction Industry Ethics course can help your employees navigate the ethical grey areas they face every day.

The Construction Industry Ethics course has been designed to help you understand ethics as it relates to the construction industry through practical examples of ethical decision making.

**NOTE:** Effective January 1, 2017, the online ethics course PLUS a full day classroom ethics course is mandatory to receive Gold Seal Certification (See Page 6).

### Introduction to Building Information Modeling (BIM)



As an emerging technology, Building Information Modeling (BIM) is generating a lot of buzz in the construction industry. This course provides an overview of how this technology positively impacts the construction process.

As BIM is adopted by more and more companies in the construction industry, its usefulness has expanded beyond the original design phase activities. This course positions BIM in the context of all phases of construction, illustrating how to maximize BIM as a tool for the entire construction team. You will see how BIM fits into the construction workflow. It introduces the BIM philosophy in design, bidding, construction, commissioning, delivery and as-built stages of construction.

### Introduction to Construction Estimating



Accurate and precise estimating is critical to the financial viability of a construction firm. This course provides an introduction to the field of construction estimating and covers all aspects of the production of an accurate estimate.

This training program will provide you with the knowledge and skills to visualize the scope and magnitude of a construction project and produce reliable estimates. This is accomplished by reviewing drawings through various phases of a project with the aim of determining the quantity and type of materials required for the project.

### Mastery of Business Fundamentals

Are you interested in acquiring practical business experience in strategic planning, management and finance without enrolling in an MBA program? This course is for you! You'll understand the significance of strategic planning and discover how external and internal environmental factors affect an organization.

### Using Social Media in Business

In today's fast-paced and globally connected environment, social media is a game changer for businesses and business owners who use this powerful medium in the right way. So whether you're looking for a new way to market your business or simply hoping to gain a better understanding about the excitement that surrounds social media, this course will empower you.

## Computer Skills

### Microsoft Excel

Do you work with numbers? Then you need to master Microsoft Excel –and we have the courses to do it online. These online step-by-step online courses have something for everyone, covering beginner, intermediate and advanced lessons in Excel.

Our courses will provide you knowledge for various Windows versions of the program – from Microsoft Excel 2010 to Microsoft Excel 2016.

### Microsoft Outlook

Are you overwhelmed by emails, meetings and to-do lists? Harness the power of Microsoft Outlook and you'll instantly enhance your efficiency and productivity.

You'll learn how to manage the flood of emails you receive, creating folders and archives so you can always find what you need. You'll discover how to keep track of your contacts, how to use Outlook's Calendar and Alert features and much more.

We offer courses for two Windows versions of the program – Microsoft Outlook 2010 and Microsoft Outlook 2013.

### Microsoft Project

Discover how to effectively plan, implement and control projects using Microsoft Project. From sequencing tasks, producing a baseline and assigning resources and costs, to tracking progress, analyzing variances and revising your project plan, Microsoft Project can help you organize all your project's details quickly and effectively.

Our courses will provide you knowledge for various Windows versions of the program – from Microsoft Project 2010 to Microsoft Project 2016.

### QuickBooks for Contractors

Contractors have many unique bookkeeping needs, so we've designed this course from the ground up specifically for the construction industry.

We offer courses for three versions of the program – QuickBooks 2013 for Contractors, QuickBooks 2014 for Contractors and QuickBooks 2015 for Contractors.

## Leadership & Management

### Construction Project Management



This course is intended for everyone working in construction in any part of the country, in any sector (residential, industrial, commercial, institutional, pipeline, civil). The information presented in this course will help you to understand what you can do to successfully administer projects and will provide you with the necessary tools to help manage a project. This training program will provide you with the knowledge and skills to help you plan and administer projects from start to finish.

### First Level Supervisor Training Program (FLST)



This course offers the critical basic skills and concepts needed to supervise a crew in the residential, institutional, commercial, industrial and civil construction sectors.

Supervisors play a key role in ensuring the job gets done on time, on budget and safely. This course will introduce you to all aspects of supervision, beginning with a discussion of the supervisor's role and the skills required. Then, the supervision basics are covered: leadership vs. management, due diligence, communication skills, meetings and handling disagreements and problems.

### Leadership

Leadership skills can help you gain the respect and admiration of others, while also allowing you to enjoy success in your career and more control over your destiny. Contrary to popular belief, leadership skills can be learned and developed. Even if you don't hold a leadership position, this course will teach you how to use the principles of great leaders to achieve success in almost every aspect of your daily life.

## Legal Matters

### Construction Law



This course is intended to provide members of the construction industry with an understanding of construction law.

This course is designed to teach and familiarize owners, managers, supervisors and project managers with construction contracts and contract law; liabilities and responsibilities of all parties to a Contract, compiling and submitting proper extras and claims and ways and means for leaders to avoid conflict with contracts, owners, trades and labour.

### Diversity & Discrimination Awareness for Supervisors

This online Diversity & Discrimination Awareness for Supervisors course will help supervisors understand discrimination laws and actively promote diversity in the workplace.

### Harassment Prevention

This powerful, engaging online course defines and explores various types of harassment, retaliation and bullying. It explains Ontario Bills 132 and 168, BC Bill 14, Harassment under the 1977 Human Rights Act, supervisor responsibilities, confidentiality, employee complaint procedures, the potential for legal exposure and much more.

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CONSTRUCTION  
EMPLOYMENT  
RESOURCE

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# Safety

## Arc Flash Hazard Awareness 2017

This course is designed with the intent of educating the participant in the hazards associated with the use of electricity. Whether you are a seasoned journey person, apprentice, engineer, student or manager, this course has been designed with you in mind.

## Confined Spaces Safety Awareness (CSP)



Confined spaces can be hazardous if not approached with an understanding of how to prepare for entry, how to enter and work safely and what to do if an incident occurs.

This course will introduce you to the types of confined spaces and the associated hazards.

## Construction Safety Training System (CSTS-09)



Making sure that construction worksites are as safe as possible begins with providing basic safety training to all employees. CSTS-09 is a computer-based worker-specific safety program that is acknowledged industry wide. Self-paced and user friendly, the program is an excellent introduction or refresher to key construction industry safety considerations. CSTS-09 certificates do not expire and are VALID in BC, Alberta and the rest of Canada.

## Driver Fatigue

Longer hauls mean more money, period. This simple fact is causing companies to push for more hours on the road and doctor logbooks to cover hours that fall outside of the legal service limits. This online Driver Fatigue course is designed to explain factors that contribute to driver fatigue, identify signs and symptoms to watch for and equip you with ways to fight this dangerous and deadly condition.

## Electrical Safety Training

Canada's newest electrical standard, the CSA Z462, outlines the requirement for safeguarding workers from electrical hazards. Accordingly, this online course provides a well-rounded approach to the basics of electrical safety and helps increase understanding of the dangers of electricity from both a shock protection and arc flash protection point of view.

## Fall Protection

This online Fall Protection course is designed to provide you with the knowledge to help minimize fall hazards and protect yourself and others from serious injury.

## First Aid Basics Online

This online course is designed to help learners respond appropriately to first aid and emergency situations that may arise at work, home and around the community. This course teaches basic first aid only; it is not a substitute for full first aid training and certification or CPR training and certification.

## Ground Disturbance for Supervisors 201

This online Alberta Common Ground Alliance endorsed course is designed for planners, managers, supervisors and employees who are or will be required to develop, plan and implement any kind of ground disturbance.

## Managing Medical Marijuana in the Workplace

Cannabis legalization has created unprecedented challenges for employers, especially those in safety-sensitive industries. Managing medical cannabis in the workplace is a delicate balance between the employer's duty to accommodate and the employer's responsibility to maintain a safe workplace.

This online course is the most comprehensive training on medical marijuana for employers available in Canada. It will provide an understanding of the regulations governing medical cannabis and provide you with direction on how to manage this complex topic in your workplace.

## National Construction Safety Awareness



You know that construction can be a dangerous industry to work in. You work with tools, equipment and vehicles that require special training and consideration and you work in environments that call for tradespeople to be aware of the potential hazards to your health and safety.

This course was developed by the construction industry to give you an overview and encourage a general awareness of the health and safety issues you'll be faced with on any work site in Canada.

## Pipeline Construction Safety Training Course (PCST)

This course has been designed and developed by the construction industry to address health and safety issues specific to pipeline construction in the oil and gas industry.

Construction safety is not to be taken lightly and it is something that the pipeline construction industry takes very seriously. This course is intended to familiarize you, the worker, with how to recognize, assess and control hazards on the work site. It has been designed to complement other safety-related courses offered by the industry.

## Transportation of Dangerous Goods (TDG)

This online Transportation of Dangerous Goods (TDG) course covers crucial information pertaining to the legal transportation of dangerous goods on Canadian roads. After completing this course, participants should know the regulations governing the transportation of dangerous goods in Canada; the 9 classifications of dangerous goods; the placards, labels and accompanying TDG symbols required on vehicles and containers; requirements surrounding appropriate emergency response in the event of an accidental product release or spill; and documentation requirements when transporting dangerous goods.

## Workplace Bullying & Violence: Training for Supervisors

This course will examine workplace bullying and workplace violence. Both cause health, safety and economic problems for employers and employees.

## Workplace Hazardous Materials Information Systems (WHMIS 2015)

This online WHMIS 2015 course aims to prevent workplace injuries, diseases and deaths resulting from the storage and use of hazardous products. This course implements the Globally Harmonized System of Classification and Labelling of Chemicals (GHS) standard for hazard classification and communication.



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## BCCSA



British Columbia

Construction Safety Alliance (BCCSA) is a not-for-profit association that provides services to over 40,000 construction companies employing over 180,000 workers. It is funded by the construction and select aggregate and ready mix industries, who pay for BCCSA services through a portion of their WorkSafeBC annual assessments.

BCCSA offers a range of health and safety services that are compliant with WorkSafeBC requirements and straightforward and practical assistance to help contractors meet their health and safety needs and requirements.

## BIM Academy



BIM Academy was co-founded in 2010 by Northumbria University in England and global architecture firm, Ryder Architecture, as a centre of excellence for digital engineering and transformation. BIM Academy helps transform their clients' business through the intelligent application of smart processes and digital technologies. Independent, research based expertise is combined with practical experience from the industry to deliver real value throughout the whole construction life cycle. BIM Academy offers impartial advice and support to organizations on their path to digital adoption and deployment, adding value and reducing risk.

## CHAD BRECHIN, Integrity Design Studios Inc.



Chad Brechin, ASCT, is the President of Integrity Design Studios Inc. He is a "Georgie" award winning designer and has been designing commercial, industrial and high end residential construction projects for over twenty years. He received his ASCT in Building Science at BCIT and graduated with honours and an award resulting from a design competition. Chad joined the Applied Science Technologists and Technicians Association of BC in January of 1995. He is an experienced trainer who has taught technical drafting and AutoCAD 3D (BIM) at a university level.

## TYLER GALBRAITH, Jenkins Marzban Logan LLP



Tyler Galbraith practices in the areas of construction and commercial litigation. Tyler has appeared before all levels of court in British Columbia and has been involved in several appeals, trials, arbitrations and mediations. He has acted in numerous builders lien and tender cases, disputes arising from delays, defective work, contract termination, bond claims and insurance coverage. He is the author of numerous construction law articles and other publications, with a focus on tender and builders lien issues.

## DEBBIE HICKS, DSH Consulting



With a comprehensive education background, including a Diploma in Business Administration, Bachelor of Science, teaching credential and an in-progress MBA, learning has been at the core of Debbie's career. As former President of the Southern Interior Construction Association in BC for 22 years, liaising with the buyers of construction services, architects, engineers and contractors in advocacy and education provides a solid base to her expertise. Through her experiences and teaching techniques, Debbie is able to bring both knowledge and interaction to the classroom.

## SHANE KING, MNP



Shane King, CPA, CA, MNP is the National Leader of Succession Services practice and is a partner with MNP's Assurance and Accounting Services group in South Surrey. As the National Leader of Succession Services, Shane oversees MNP's ExitSMART champions in each region. To further educate clients and business owners Shane has been a speaker and a panelist on succession planning, communication, governance and other issues of importance to entrepreneurs and family businesses.

**GREG LEROUX,**  
*ES Computer  
Training and  
Technologies Inc.*



Greg Leroux has been a leading financial strategist, consultant and instructor since 2008. Greg has not only developed software that's currently becoming widely used in the financial industry, he's also been instrumental in implementing financial and data organization strategies for companies in various industry verticals across Ontario. Greg has worked closely with construction companies throughout Canada, lending his practical, results-driven approach to ensure success.

**ANNE LEROUX,**  
*ES Computer  
Training and  
Technologies Inc.*



Anne is a founding partner of ES Computer Training and Technologies Inc. A graduate of the University of Waterloo, Anne has worked for large corporations and small ventures. Established in 1992, ESCTT Inc. provides computer infrastructure services to businesses in various industry verticals. Products/ventures have included risk management software for construction, business intelligence software, thin client data systems, distributed workforce software as well as establishing ESCTT Inc.

**DAVID LETKEMANN,**  
*Linley Welwood LLP*



David Letkemann, BBA, LLB, is a partner at Linley Welwood LLP, a law firm that focuses its practice on business law and litigation. David practices in the field of civil litigation, including personal injury, commercial, estate and construction law. He has participated in numerous trials in the BC Supreme Court and has also appeared before the Court of Appeal on several occasions.

**National Education  
Consulting Inc.**



National Education Consulting Inc. (NECI) is widely recognized as an industry leader in providing high quality, directly relevant and practical procurement and contract management training since 1991. With a long-established specialization in construction procurement and contract management education, NECI has worked with hundreds of public owners at all levels of government to specifically address risk areas, process considerations and risk mitigation strategies relevant to infrastructure projects. NECI's instructor team comes from a wide variety of backgrounds, with each individual recognized as a leader in the procurement and contract management field.

**MARK SHIPWAY,**



After working in the wine industry for several years, Mark moved to Canada from the UK in 2004. Since then his main role has been the program coordinator and key instructor for both the Wine & Spirit Education Trust (WSET) and Wine Scholar Guild programs at The Art Institute of Vancouver. He is a board member of the Canadian Association of Professional Sommeliers, has been a regular contributor to both *Vendor* and *The Publican* magazines and a judge for both the International Wine and Spirit Competition and the Vancouver Magazine Wine Awards. Some of Mark's other academic achievements include qualified Sud de France instructor, Wine Scholar Guild Burgundy Master Level with Highest Honours, Rhône & Provence Master Level and most recently he passed the Court of Master Sommeliers Advanced Sommelier exam.

**MARK WATERS,**  
*BGC Partners Inc.*



Mark Waters, CTech., GSC, is the Director of Training for BGC Partners Inc. His career in the construction industry spans the past thirty years. Mark is a Gold Seal Certified project manager and served many years in the industry as a senior project manager and estimator. His earlier career was field based, providing years of valuable experience as a project superintendent, general superintendent of field operations and surveying.

**TIM WILLIAMS,**  
*BGC Partners Inc.*



Tim Williams, MBA, B.Econ., CPA, GSC, is the President of BGC Partners Inc. BGC Partners provides training services tailor made for the construction industry. Tim has worked with numerous construction companies for over twenty years. He is a Gold Seal Certified project manager. He is an experienced and sought after trainer who has trained construction owners and managers on behalf of construction industry associations across Western Canada.

**KEVIN WONG,**  
*MNP*



Kevin Wong, CPA, CA, is a Partner and MNP's Leader for Taxation Services in the Vancouver region. Kevin has more than 20 years of experience providing Canadian income tax compliance and Canadian specialty tax services to private enterprises. Working one-on-one with his clients, Kevin assists with tax planning related to corporate reorganizations, sale and purchase of businesses and business combinations. Kevin also designs and implements estate plans that protect wealth for current and future generations.



# The BCCSA's National Construction Safety Officer (NCSO™) Designation!

An NCSO™ understands basic regulatory requirements and how they apply to a construction site, allowing workers, the public and the environment to function safely together.

An NCSO™ is a valuable resource in the administration and implementation of a company's Health & Safety Program.

An NCSO™ is recognized province to province through the Canadian Federation of Construction Safety Associations (CFCSA).

An NCSO™ is eligible to challenge the CCA's Construction Safety Coordinator Gold Seal Exam with 5 years' experience.

For more information, contact us at  
**604.636.0327 | [ncso@bccsa.ca](mailto:ncso@bccsa.ca)**

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