

HOW TO REGISTER

Registration Fee is \$875 plus GST for each participant sponsored by a PLCAC Member or by a pipeline owning company. The fee is \$1275 Plus GST for participants sponsored by others.

Registration for each session is limited to the first 75 persons. Registration for the Mississauga session closes **January 12, 2009**.

PROGRAM DATE & LOCATION

Mississauga: February 2 & 3, 2009
Hilton Toronto Airport
5875 Airport Road, Mississauga, ON L4V 1N1

WHAT IS INCLUDED

- All Course Materials
- Continental breakfast, lunch and two refreshment breaks each day

WHAT IS NOT INCLUDED

- Travel Expenses
- Hotel accommodation
- Dinner meal
- Remuneration for Program participant

PROGRAM CANCELLATION POLICY

Full cancellation policy can be found on the specific registration form for each session. **Substitutions are allowed.**

HOTEL RESERVATIONS

Hotel rooms are available at the Hilton Toronto Airport where the leadership sessions are being held. Special program rates are available for participants requiring accommodation. Please see Registration Form for complete details.

Registration Form and detailed
registration information:
www.pipeline.ca



Revised February 2009

Subject to change

THE PROFESSIONAL LEADERSHIP DEVELOPMENT PROGRAM

Since 1954, the members of the Pipe Line Contractors Association of Canada (PLCAC) have demonstrated an on-going commitment to professionalism, quality workmanship, leadership, and continuous improvement.

An integral part of this commitment has been setting the standard for safety in the pipeline construction industry. Among the many initiatives taken towards meeting this objective was the development of **The Professional Leadership Development Program For Pipeline Supervisors** by the PLCAC Safety Committee. Its purpose was to provide pipeline supervisors with additional tools to perform the management of job safety, not only efficiently and effectively, but with due diligence.

Since this critically acclaimed industry specific program was first presented in 1998-1999, the dynamics associated with the work and regulatory environment in our industry has grown increasingly more complex and demanding. Changes in the composition, culture and demographics of the industry workforce have also created additional challenges for supervisors trying to perform their work effectively, efficiently and most importantly, safely.

The **2009 PLCAC Professional Leadership Development Program** has been designed with these challenges in mind. To assist supervisors in strengthening their leadership skills, the program is a behavioral based, performance driven approach to leadership training. The program reinforces the fundamental skill sets and core competencies associated with effective leadership, while addressing contemporary environmental issues and responsibilities, as well as a means of effectively managing and controlling job site safety.

The objective of the **2009 PLCAC Professional Leadership Development Program** is to assist today's pipeline leaders in further strengthening their skills and to provide the information that they may use to mentor others in their organization in order to groom our industry's next generation of leaders.

PLCAC SAFETY COMMITTEE (2008-9)

E.L. (Ted) Shipka, Chair, *Triple Random Inc.*
Mike Archambault, *Aecon Group*
Phil Arseneault, *Waschuk Pipe Line Construction Ltd.*
Mike Dale, *Robert B. Somerville Co. Limited*
Robert Dunstan, *Ozzie's Pipeline Padder, Inc. (Energy Services Inc.)*
Gerry Harding, *O.J. Pipelines Canada*
Andrew Johnstone, *T.W. Johnstone Company Ltd.*
Bernie Lailey, *Acklands-Granger Inc.*
John Leask, *UT Quality Inc.*
Neil Waugh, *Link-Line Contractors Ltd.*

PIPELINE SPECIFIC

2009 PROFESSIONAL LEADERSHIP DEVELOPMENT PROGRAM



**PIPE LINE CONTRACTORS
ASSOCIATION OF CANADA**

Mississauga, ON
HILTON TORONTO AIRPORT
February 2 & 3, 2009

PROFESSIONAL LEADERSHIP DEVELOPMENT PROGRAM

WHO SHOULD ATTEND

Pipeline superintendents, project managers, administrators and team leaders, field engineers, supervisors, foremen, safety & risk managers, environmental staff and support personnel, specialist machine/equipment operators, subcontractors, craft/activity inspectors, owning company construction supervisory staff and regulators.

PROGRAM CONSULTANTS AND CONTRIBUTORS

Mike Archambault, CRSP, CHRP, *Vice President, Safety And Loss Control, Aecon*

Jay Corder, B.Sc., *J. Corder Consulting*

Robert Duda, P.Eng., MBA, CRSP, *Managed Process Consulting Inc.*

Paul Gallina, Ph.D., LL.M., DOHS, *Professor, Law & Employment Relations, Bishops University*

Gerry Harding, *Corporate Safety Manager, O.J. Pipelines Canada*

Howard R. Heffler, M.Eng., P.Eng., *H.R. Heffler Consulting Ltd.*

Dean Mutrie, M.A., MCIP, *Terra Environmental*

Charlotte Lysak, B.P.R., *Consultant*

Todd Moss, B.Sc., *Terra Environmental*

Glenda Palmer, CMA, *Palmer Consulting*

E.L. (Ted) Shipka, B.Comm, MBA, *Triple Random Inc.*

Alan D. Quilley, CRSP, *Safety Results Ltd.*

Joseph Slavin, CRSP, *Safety Results Ltd.*

PRESENTERS AND SPEAKERS

Mike Archambault, CRSP, CHRP, *Vice President, Safety And Loss Control, Aecon*

Gerry Harding, *Corporate Safety Manager, O.J. Pipelines Canada*

Howard R. Heffler, M.Eng., P.Eng., *H.R. Heffler Consulting Ltd.*

Charlotte Lysak, B.P.R., *Consultant*

Alan D. Quilley, CRSP, *Pres., Safety Results Ltd.*

Joseph Slavin, CRSP, *Sen. Consultant, Safety Results Ltd.*

ACKNOWLEDGEMENT

The Pipe Line Contractors Association of Canada gratefully acknowledges the support and assistance of Spectra Energy Transmission in the development of this program.

DAY ONE

Registration 7:30-8:00 am

Introduction 8:00 am

Opening Remarks

Barry L. Brown, Executive Director, PLCAC

Module 1: Leadership "On the Line"

Alan Quilley, Safety Results Ltd.

- Manager or Leader? Making the Right Choice
- Leadership Styles: Identifying Your Own
- Leading Your Crew: It's Not Your Father's Way of Managing
- The Role of a Leader: Getting What You Need
- The Reluctant Leader: When You Have to Lead, But Would Rather Not
- The Power and Pitfalls of Effective Leadership

Module 2: Communication

Charlotte Lysak

- The Communication Process: A Tool to Achieve the Outcome You Want
- Effective Listening: Half Listening Leads to a Job Half Done
- Communication Tools that Engage: Telling Your Workers is Not Enough

AFTERNOON

Module 3: Planning, Organizing and Delegating

Joseph Slavin, Safety Results Ltd.

- The Importance of Time Management: Planning For Success
- Objective Setting: Tools for Reaching Your Goals
- Managing Your Resources to Reach Your Objectives
- Successful Delegation: Trusting Your Crew to Get the Job Done
- Teambuilding

ends 4:30 pm

EVENING FREE

DAY TWO

Program Review Begins 8:00 am

Module 4: Understanding Behaviour & Conflict

Joseph Slavin, Safety Results Ltd.

- Understanding Human Behaviour: Why You Can't Ignore It
- Words, Actions and Consequences: Follow Through Matters

DAY TWO - CONTINUED

MODULE 4: CONTINUED

- Winning Negotiation Skills: Why "My Way or the Highway" Doesn't Always Work
- Managing Workplace Related Conflict

Module 5: The Environment & Today's Pipeline

Howard R. Heffler, H.R. Heffler Consulting Ltd

- Environmental Protection Measures: The Law
- What are Your Responsibilities
- Good Environmental Work Practices
- Consequences of Environmental Mismanagement: The World We Leave Behind
- Working to Achieve a Higher Standard of Environmental Protection: Going Beyond What is Required

AFTERNOON

Module 6: Managing the Cost of Safety

Mike Archambault, CRSP, CHRP, Vice President, Safety And Loss Control, Aecon and Gerry Harding, PLCAC Safety Committee

- Legislation Rules: The Hard Facts About Who is Responsible for What on the Job
- The Personal Cost of Failing to Manage Safety: Your Reputation "On the Line"
- Hazard Identification and Control: What Causes Workplaces Accidents?
- Incident Investigation Procedures: Looking at the Before not just the After
- Effective Use of Safety Resources: Knowing Where and When to Look for Help

Module 7: Managing Site Safety

Alan Quilley, Safety Results Ltd.

- Safety v. Productivity: Are They Really Mutually Exclusive?
- Making Safety a Way of Work: How to Achieve a Safe Workplace Culture
- How to See Safety Differently

Program Wrap-up

Program Review

Closing Remarks

CERTIFICATES

ends 4:30 pm

DEPARTURES