

Vancouver & District Labour Council

2023 Labour Education

Anita Yan Memorial Law Series

WINTER & SPRING SESSION

To register go to <https://vdlc.ca/education/>

NEW FOR THE 2023 EDUCATION YEAR

Registration Fees

In 2023, the Vancouver & District Labour Council is introducing a new registration fee structure for its courses. Since our current education program started in 2012, we have introduced only a couple of very small fee increases. Our courses continue to be available to our affiliates and the broader community at a substantially lower rate than is charged for similar courses elsewhere. This is due, in large part, to our instructors whose willingness to volunteer their expertise and time is at the core of our education program's success. However, as a result of dramatic increases in the costs of materials, catering, room bookings, and other costs, it is now necessary to increase our fees. This new fee structure will ensure ongoing sustainability to our education program, while also introducing a reduced rate for online courses in recognition of the reduced costs in comparison to in-person.

Registration for all courses can be done through our website under the Education page at vdlc.ca/education. Payment can be made by credit card for single registrations; you will receive an email confirmation of registration. If you do not, **PLEASE CHECK YOUR JUNK FOLDER**.

If you need to register multiple students for a class and wish to have your union invoiced, please contact the VDLC office by phone or email (only VDLC affiliates can be invoiced).

Cancellation & Refund Policy

You must notify the office of cancellation **72 hours** prior to your class in order to receive a full refund. Due to limited seating, we often have a waitlist and this gives us the opportunity to fill the class.

Any cancellation made with less than 72 hours notice will be subject to a cancellation/processing fee. If you purchased your registration through our website with your credit card and are cancelling with less than 72 hours notice, your refund will be processed through STRIPE and will incur a cancellation fee.

No Shows will be charged the full course fee - **NO EXCEPTIONS** (This includes classes held by Zoom Video Conference).

Course Material and Zoom Video Conference Links

In Person classes will take place at the Maritime Labour Centre - 111 Victoria Drive, Vancouver. For those classes that are held by zoom, you will receive any material and the zoom link a few days prior to the scheduled day of class from the VDLC office. You will not receive it via our website or STRIPE. If you do not receive any material or the zoom link prior to the day of class, **PLEASE CHECK YOUR JUNK FOLDER** before you contact the office.

VDLC Education - Winter/Spring 2023

Registration Open at www.vdvc.ca / Education

Human Rights Bootcamp - IN PERSON at the Maritime Labour Centre

February 21-24, Tuesday to Friday - 9:30am to 4:00pm

Registration: 4 Days - \$300 per VDLC Affiliate / \$350 per Non-Affiliate

This course will cover the history, growth, and current status of human rights in Canada by examining the Universal Declaration of Human Rights, the Charter of Rights and Freedoms, the federal and provincial human rights acts, and the relationship between human rights and collective agreement rights.

Facilitator: Conni Kilfoil

Conni Kilfoil is a retired labour and human rights lawyer who, after 28 years in the BC labour movement, continues to be a human rights advocate, facilitator, trainer and meditator, specializing in Human Rights in the Workplace, Accommodation of Disabilities, and Bullying and Harassment in the Workplace. Conni is a recipient of the Vancouver and District Labour Council Syd Thompson Award for Community Service.

WCB Level I - ZOOM Video Conference

March 7, Tuesday - 10:00am to 4:30pm

Registration: 1 Day - \$150 per VDLC Affiliate / \$200 per Non-Affiliate

This course provides a basic overview of the Workers' Compensation system as it applies to workers who are injured or develop an occupational disease on the job. The course will look at the law and policy, how decisions are made by the WCB, and how the appeal system works for those who have to argue an appeal. We will look at the practical realities faced by injured workers trying to navigate the minefield of workers' compensation and its appellate systems.

Facilitators: Sarah O'Leary, Harrison O'Leary and Niki Schnurr, HEU

Sarah O'Leary was called to the bar in 1981 and has primarily been practicing Workers' Compensation and disability-related law for over 30 years. She has been a workers advisor, a Vice-Chair at the Appeal Division, a staff lawyer at a major health care union and practiced for 10 years at Rush Crane Guenther. She is currently a partner at Harrison O'Leary. She has been teaching workers' compensation advocacy to labour unions for over three decades.

Niki Schnurr is a WCB and LTD Representative at the Hospital Employees' Union. She has previously worked with the labour law firm Rush Crane Guenther, and as an advocate with Prisoners' Legal Services and the UBC Indigenous Community Legal Clinic.

Other WCB Courses on offer this session:

WCB Appeals | Thursday April 6, 2023

WCB Update Bill 41 | Thursday April 27, 2023

VDLC Education - Winter / Spring 2023

Registration Open at www.vdlc.ca / Education

Bullying and Harassment - IN PERSON

March 9 and 10, Thursday and Friday, 9:30am to 4:00pm

Registration: 2 Days - \$225 per VDLC Affiliate / \$275 per Non-Affiliate

This course is designed to give union activists tools to address workplace harassment and bullying. The course will look at defining harassment under prohibited grounds, as well as the legal frameworks outside of the prohibited grounds. Participants will look at workplace policies, collective agreements, contributing factors, laws and regulations and strategies to resolve complaints and support members who come forward.

Facilitator: Dayna Sykes

Dayna Sykes is an Education and Equity Coordinator for the United Steelworkers Union in Canada. A union member since 1991, Dayna started as an activist and steward when she was a member of the BC Government and Employees Union. In 2002 she joined the staff of the BC Federation of Labour Health and Safety Centre where she developed the High School Education program that trained young union members to lead workshops in schools to talk to youth about their health and safety rights at work. She later served as the Federation's Director of Education, Young Workers and Human Rights.

Dayna began with the United Steelworkers Union in 2010 where her main focus is membership development and equity, through education and membership-focused campaigns. As part of the role in both Education and Equality, Dayna works with members and employers to create more inclusive workplaces. In 2018, she began a program partnering with the Ending Violence Association of BC, and Canadian football players, that educates men in the USW to speak up on gender-based violence "Be More Than a Bystander; Break the Silence on Gender Based Violence."

Parliamentary Procedure and Effective Meetings - IN PERSON and Zoom

March 27, Monday - 9:30 am to 4:00 pm

Registration: 1 Day - \$200 per VDLC Affiliate IN PERSON / \$250 Non-Affiliate IN PERSON
\$150 per VDLC Affiliate VIA ZOOM / \$225 Non-Affiliate VIA ZOOM

This course will provide you with all the basics of parliamentary procedure and the necessary skills to run a meeting effectively. Topics covered will include the duties of a chairperson and secretary, what the rules of order are, and how they work, and how the rules of order can provide a democratic and fair process to get the business of your union, labour council or other organization accomplished.

Facilitator: Adrienne Smith

Adrienne Smith is a transgender human rights activist and social justice lawyer. They recently settled a BC Supreme Court case which guaranteed access to opiate replacement therapy for prisoners in BC Jails. Adrienne appeared at the BC Court of Appeal and the Supreme Court of Canada where they argued about the deleterious effects of mandatory minimum sentences for women, Indigenous people and drug users. As a trade union activist, they advocate for transgender inclusion in our unions and workplaces. Adrienne volunteers at the Catherine White Holman Wellness Clinic where they give free legal advice, take on human rights cases, and notarize name change documents for trans people.

Adrienne is the recipient of the Canadian Bar Association BC Diversity Award; the Canadian Mental Health Association BC Branch Nancy Hall Public Policy Leadership Award; The Allard Law Alumni Achievement Award; and the Vancouver and District Labour Council Syd Thompson Award for Community Service.

VDLC Education - Winter / Spring 2023

Registration Open at www.vdlc.ca / Education

Discipline and Discharge - Zoom Video Conference

March 28, Tuesday - 9:30 am to 4:00 pm

Registration: 1 Day - \$150 for VDLC Affiliates / \$200 for Non-Affiliates

How do you represent a member who has been disciplined? Find out the rules that employers must follow and get up to date information on recent developments. We'll share practical tips and strategies to assess and present a discipline grievance.

Facilitators: Carmela Allevato and Karen Segal, Allevato, Quail & Roy

Carmela Allevato has many decades' experience in the trade union movement as a labour lawyer and as a leader. She was HEU's first woman Secretary Business Manager in the 1990's. Throughout her career, she has served as an officer of the BC Federation of Labour, a trustee on the Vancouver School Board and as a labour member on the LRB. After many years as in-house legal counsel to unions such as CUPE and the BCTF, Carmela joined her partner Jim Quail to establish Allevato, Quail & Roy, a law firm that practices labour law, energy and utilities regulation and election law. She retired from AQR law in the fall of 2021 but remains associated with the firm as a mentor, trainer and strategic advisor to the firm's clients. She was appointed part-time chair of the BC Passenger Transportation Board in October 2020.

Karen Segal is a union-side labour lawyer working at Allevato, Quail & Roy, a progressive union-side firm in East Vancouver. She has experience working as in-house counsel at a large Ontario union as well as working in non-profit human rights and feminist advocacy. Karen has represented unions and union members in many different sectors addressing a wide range of issues, from individual grievances to bargaining-unit wide policy disputes. Karen is dedicated to progressive social change on behalf of working people and seeks to use her legal skills to advocate for fairness at work. She received her law degree from the University of British Columbia where she received various awards, including for labour relations and advocacy.

WCB Appeals - Zoom Video Conference

April 6, Thursday - 9:30 am to 4:00 pm

Registration: 1 Days - \$150 for VDLC Affiliates / \$200 for Non-Affiliates

This course will build on the information and skills of experienced WCB reps and/or those who have taken the WCB Level 1 Beginner course. The course will focus on effective advocacy skills at the WCB and its appeal bodies. Effective advocacy includes identifying likely issues for particular cases of injury or occupational disease, knowing the Board's case, and obtaining new evidence, especially medical evidence. As time permits, we will review written submission templates and how to prepare (and prepare your worker) for an oral hearing.

Facilitators: Sarah O'Leary and Rolf Harrison, Harrison O'Leary

Sarah O'Leary was called to the bar in 1981 and has primarily been practicing Workers' Compensation and disability-related law for over 30 years. She has been a workers advisor, a Vice-Chair at the Appeal Division, a staff lawyer at a major health care union and practiced for 10 years at Rush Crane Guenther. She is currently a partner at Harrison O'Leary. She has been teaching workers' compensation advocacy to labour unions for over three decades.

Rolf Harrison is a lawyer at Harrison O'Leary and has practiced mainly in the area of workers' compensation since 2010 when he was called to the bar. He practiced at Rush Crane Guenther from 2010 until joining with Sarah O'Leary to form Harrison O'Leary in 2017. Rolf regularly facilitates courses for union advocates on emerging trends in workers' compensation and has been a WCB facilitator at the CLC Winter School since 2012.

Other WCB Courses on offer this session:

WCB Level I | Tuesday March 7, 2023

WCB Update Bill 41 | Thursday April 27, 2023

VDLC Education - Winter / Spring 2023

Registration Open at www.vdlc.ca / Education

Effective Representation in High-Conflict Situations - IN PERSON

April 12, Wednesday - 9:30 am to 4:00 pm

Registration: 1 Day - \$200 for VDLC Affiliates / \$250 for Non-Affiliates

Shop stewards and union officers support members through all kinds of problems. Sometimes those problems feel intractable. This course will explore strategies for managing conflict with and among members and finding a path to satisfactory resolution. Applying an anti-oppression lens, we will work through your competing obligations - to individual members, to the broader membership, to the union itself - and how to balance them. You will gain understanding of your obligations to members under labour, human rights, and privacy law and how to meet those obligations even in challenging circumstances. The course will also address how to protect the union from liability in particularly difficult, high-conflict situations with members.

Facilitator: Susanna Allevato Quail, Allevato, Quail & Roy

Susanna Allevato Quail is a partner at Allevato, Quail & Roy where she practices labour, human rights, and regulatory law. She has experience representing unions and workers across the public and private sectors in arbitration, labour board, human rights tribunal, and court proceedings. Her pro bono work focuses on migrant worker rights and trans equality, and she has litigated precedent-setting cases in these areas. She brings a strong social-justice lens to her work and draws on her experience as a union activist prior to becoming a lawyer.

Charter Rights in the Workplace - IN PERSON

April 20, Thursday - 9:30am to 4:00pm

Registration: 1 Day - \$200 for VDLC Affiliates / \$250 for Non-Affiliates

In recent years, the Supreme Court of Canada, and some lower courts, have confirmed important rights for Canadian unions and their members. Significantly, these include Freedom of Expression (picketing, leafletting, protest, privacy rights) and Freedom of Association (the right to organize, bargain and strike). Decisions regarding Bill 29 in the health care sector, the Harper government's back-to-work order against postal workers and the BC Teachers' Federation win over the right to negotiate class size and composition, all combine to establish these Charter Rights. The implications of these decisions reach into every workplace, both in the public and private sector. This course provides an overview of Charter Rights, key decisions for union, and how these cases can be used to advance our collective interests.

Facilitator: Craig Bavis, Victory Square Law Office LLP

Craig Bavis was called to the bar in 2000 and became a partner in 2005. Craig has extensive experience in advising and representing unions in mediation, arbitrations, and at Labour Board hearings. He has appeared in all levels of court up to the BC Court of Appeal and Federal Court of Appeal. Craig primarily represents unions in the public and private sector across BC in labour matters and also works in Saskatchewan where he is involved in Charter litigation.

VDLC Education - Winter / Spring 2023

Registration Open at www.vdlc.ca / Education

Job Steward Level I - IN PERSON

April 22 & 23, Saturday & Sunday - 9:30 am to 4:00 pm

Registration: 2 Days - \$225 for VDLC Affiliates / \$275 for Non-Affiliates

The position of job steward is the most important position in a union and is often the first point of contact a member has with their union. You stand with and speak for your fellow members in the day-to-day relations between the union and management in your workplace. This course will lay the foundation for your understanding of the responsibilities of a job steward and will help broaden your understanding of the labour movement.

Facilitator: Stephen von Sychowski, President, VDLC

Stephen von Sychowski is the President of the Vancouver and District Labour Council. To fulfill his full-time role of VDLC President, Stephen is on leave from his position as Union Representative with MoveUP. He became a member of MoveUP in 2007 when he became employed by Coast Mountain Bus Company, and quickly became involved in the union as a Job Steward. In addition to his involvement with the VDLC and MoveUP, Stephen has also held several positions with the BC Federation of Labour and the Canadian Labour Congress. He is a proud member of United Steelworkers Local 2009, and associate member of MoveUP.

Job Steward Level II is scheduled for May 20 & 21, 2023

Duty to Accommodate & Return to Work - IN PERSON

April 25 & 26, Tuesday & Wednesday - 9:30 am to 4:00 pm

Registration: 2 Days - \$225 for VDLC Affiliates / \$275 for Non-Affiliates

This overview of the duty to accommodate as it arises in employment uses the *BC Human Rights Code* as a starting point and reviews the concepts of discrimination, equality, and the legal and historical framework for the development of the concept of 'accommodation'. It examines the scope of duty to accommodate: the process of establishing a *prima facie* case of discrimination and the process of defending against such a *prima facie* case. Emphasizing the accommodation of disabilities, the course reviews the concept of disability; the procedural and substantive aspects of the duty to accommodate, the role of medical information in the process and the obligations on the Employer, the Union and the accommodation-seeker.

The course examines, through case law, just how far the parties must go before reaching 'the point of undue hardship', and debunks some of the common myths and misconceptions around the duty to accommodate, while offering practical solutions to accommodation issues.

Facilitator: Andrew Robb

Andrew Robb is managing lawyer at the Disability Law Clinic, the first community legal clinic in BC that focuses exclusively on disability rights law.

VDLC Education - Winter / Spring 2023

Registration Open at www.vdvc.ca / Education



WCB Update Bill 41 - Zoom Video Conference

April 27, Thursday - 9:30 am to 12:00 pm

Registration: Half Day - \$75 for VDLC Affiliates / \$100 for Non-Affiliates

In November 2022, the NDP made some big changes to the Workers Compensation Act that will change the landscape for how unions advocate for members injured on the job. Some changes will come into effect in April 2023, and others may come into effect after the course. This course will provide an update on the rollout of Bill 41 with a focus on the changes that will have the biggest impact on how unions advocate for their members, in particular the new obligations on workers and employers in early return to work and new obligations on employers to accommodate injured workers. We'll discuss problem areas workers may face and practice tips for advocating for injured workers under these new provisions. Featuring a guest speaker specializing in legislative and policy reform (TBA).

Facilitators: Sarah O'Leary and Rolf Harrison, Harrison O'Leary

Sarah O'Leary was called to the bar in 1981 and has primarily been practicing Workers' Compensation and disability-related law for over 30 years. She has been a workers advisor, a Vice-Chair at the Appeal Division, a staff lawyer at a major health care union and practiced for 10 years at Rush Crane Guenther. She is currently a partner at Harrison O'Leary. She has been teaching workers' compensation advocacy to labour unions for over three decades.

Rolf Harrison is a lawyer at Harrison O'Leary and has practiced mainly in the area of workers' compensation since 2010 when he was called to the bar. He practiced at Rush Crane Guenther from 2010 until joining with Sarah O'Leary to form Harrison O'Leary in 2017. Rolf regularly facilitates courses for union advocates on emerging trends in workers' compensation and has been a WCB facilitator at the CLC Winter School since 2012.

Other WCB Courses on offer this session:

WCB Level I | Tuesday March 7, 2023

WCB Appeals | Thursday April 6, 2023

Privacy Rights in the Workplace - Zoom Video Conference

May 3, Wednesday - 9:30 am to 4:00 pm

Registration: 1 Day - \$150 for VDLC Affiliates / \$200 for Non-Affiliates

This course uses case law reviews to examine the privacy rights of employees in the workplace, the limits on employer interference with those rights, and the possible remedies for impermissible interference with those rights. Areas covered will include workplace surveillance, employer monitoring of computer use, internet and emails, permissible employee use of electronic communications and equipment at work, the perils and pitfalls of social networking, restrictions on access to medical information and drug testing and monitoring. The course will also discuss Supreme Court of Canada decisions on drug testing and publicizing personal information on the internet.

Facilitator: James Baugh, James Baugh Law

Called to the bar in 1988, James Baugh's areas of practice include labour and employment law, human rights, defamation, and civil litigation. Mr. Baugh has taught courses in labour law and human rights and has made presentations on employment related topics at a variety of conferences and workshops. Prior to establishing his own office, he practiced labour and employment law at Kestrel Workplace Legal Counsel and before that at McGrady and Company.

VDLC Education - Winter / Spring 2023

Registration Open at www.vdvc.ca / Education

Striking with History - Zoom Video Conference

May 6, Saturday - 9:30 am to 4:00 pm

Registration: 1 Day - \$150 for VDLC Affiliates / \$200 for Non-Affiliates

Striking with History combines training for activists with labour history to help people think creatively about today's struggles and tactics. It will draw on the experiences of the participants, interactive role-play, and history from the struggle for the 9-hour day to the recent Unite-Here hotel strike to develop critical thinking and organizing skills for activists and organizers.

Facilitator: Mark Leier

Mark Leier is a professor of labour history at Simon Fraser University. He received the SFU Excellence in Teaching Award in 2004 and the Dean of Graduate Studies Award for Excellence in Graduate Supervision in 2018 and has worked with unions and activists for two decades. He is the author of four books on Labour and Left history, including *Rebel Life: The Life and Times of Robert Gosden, Revolutionary, Mystic, Labour Spy* and *Where the Fraser River Flows: The IWW in British Columbia*.

Unions & the Indigenous Truth and Reconciliation Process - IN PERSON

May 16 & 17, Tuesday & Wednesday - 9:30 am to 4:00 pm

Registration: 2 Days - \$225 for VDLC Affiliates / \$275 for Non-Affiliates

This course will examine the history and nature of Aboriginal land claims, the inter-generational impact of the residential school system, the work of the Truth and Reconciliation Commission, and an overview of current Aboriginal issues. The relevance of these issues to the labour movement will be examined and groups will brainstorm ways in which tools such as collective bargaining, contract administration, and political campaigns can be used to advance the goals of the Commission.

Facilitators: Conni Kilfoil, Tammy Simonds

Conni Kilfoil is a retired labour and human rights lawyer who, after 28 years in the BC Labour movement, continues to be a human rights advocate, facilitator, trainer and mediator, specializing in Human Rights in the Workplace, Accommodation of Disabilities, and Bullying and Harassment in the Workplace. Conni is a recipient of the Vancouver and District Labour Council Syd Thompson Award for Community Service.

Tammy Simonds was born and raised in Prince Rupert, on the northwest coast of BC, on unceded traditional Tsimshian territory. A Metis, Tammy is a direct descendent, on her mother's side, of Cuthbert Grant, a leader of the Metis people of the North-West/Red River in the early 1800's. She is currently a member of the Metis Nation of BC.

Tammy became a CUPE National Representative in the Terrace Area office in 1999, where she serviced a number of Indigenous locals of CUPE, including the Lax kw'alaams Band Council, the Nisga'a School District, the Kitselas Band Council and Northern Native Broadcasting.

Tammy was a staff advisor to CUPE BC's Committee Against Racism and Discrimination and was part of the team that organized the first Aboriginal Gathering of CUPE members in BC, which took place in Terrace. She retired from CUPE in 2011.

VDLC Education - Winter / Spring 2023

Registration Open at www.vdlc.ca / Education

Law of Protest - IN PERSON

May 18, Thursday - 9:30 am to 4:00 pm

Registration: 1 Day - \$200 for VDLC Affiliates / \$250 for Non-Affiliates

This course will deal with a brief history of protests/civil disobedience in British Columbia. It will cover the most effective way to organize or participate in a protest. The course will also provide advice on steps you can take in the event you are subject to an injunction and/or are arrested. It will review some of the most valuable readings on the subject, including several published in the past year or so. The material is designed to be of value and interest to members of trade unions, those working for progressive media, as well as those who've decided to actively engage in protest over one issue or another.

For a more detailed account of the course material, see the most recent (October 2021), Guide to the Law of Protest at <https://www.mcgradylaw.ca/>

Facilitator: Leo McGrady, Koskie Glavin Gordon

Leo McGrady specializes in labour law, human rights, class actions, intellectual property, and libel law, all on behalf of unions and employees. He has argued cases at all levels of court in British Columbia and the Territories' and served as counsel on a number of leading labour and charter cases in the Supreme Court of Canada.

Job Steward Level II - IN PERSON

May 20 & 21, Saturday and Sunday - 9:30 am to 4:00 pm

Registration: 2 Days - \$225 for VDLC Affiliates / \$275 for Non-Affiliates

(Completion of Job Steward Level I is required)

This two-day Steward Level 2 course will build upon the framework of steward skills established through the completion of the Steward Level 1 course. In addition to a review of the basics, this course will offer a deeper focus on knowing your membership, working with your union executive, grievance preparation, problem solving, conflict resolution and representation skills. We also examine key legal principles and explore the application of all this using scenarios and role play.

Completion of Job Steward Level 1 is recommended in advance of this course. Participants are encouraged to have their collective agreement available to them during the course.

Job Steward Level I is scheduled for April 22 & 23, 2023

Facilitator: Stephen von Sychowski, President, VDLC

Stephen von Sychowski is the President of the Vancouver and District Labour Council. To fulfill his full-time role of VDLC President, Stephen is on leave from his position as Union Representative with MoveUP. He became a member of MoveUP in 2007 when he became employed by Coast Mountain Bus Company, and quickly became involved in the union as a Job Steward. In addition to his involvement with the VDLC and MoveUp, Stephen has also held several positions with the BC Federation of Labour and the Canadian Labour Congress. He is a proud member of United Steelworkers Local 2009, and associate member of MoveUP.

VDLC Education - Winter / Spring 2023

Registration Open at www.vdvc.ca / Education

Advanced Arbitration & Labour Board Advocacy - IN PERSON

June 6 & 7, Tuesday & Wednesday - 9:30 am to 4:00 pm

Registration: 2 Days - \$225 for VDLC Affiliates / \$275 for Non-Affiliates



COURSE DESCRIPTION TBA

Facilitator: Leo McGrady, Koskie Glavin Gordon

Leo McGrady specializes in labour law, human rights, class actions, intellectual property, and libel law, all on behalf of unions and employees. He has argued cases at all levels of court in British Columbia and the Territories' and served as counsel on a number of leading labour and charter cases in the Supreme Court of Canada.

VDLC 2023 Winter / Spring Education Session INFORMATION PAGE

Pre-registration is required as course space is limited - registration is open to all, union membership is not necessary.

Payment can be made by credit card or invoice (your union must be an affiliate). If you wish your union to be invoiced please contact the VDLC at office@vdlc.ca or 604-254-0703. Many unions will pay or reimburse tuition. Some financial subsidies are available.

IN Person Class Location - Maritime Labour Centre 111 Victoria Drive, Vancouver. The building is wheelchair accessible and there is free parking at the rear of the building off Pandora Street. If using transit from Powell or Hastings, get off at Victoria Drive - Triumph Street is 1 block north of Powell/ 3 blocks south of Hastings.

Course Material and Zoom Links - For those classes that are held by zoom, you will receive any material and the zoom link a few days prior to the scheduled day of class. You will not receive it via our website or STRIPE. If you do not receive any material or the zoom link prior to the day of class, **PLEASE CHECK YOUR JUNK FOLDER** before you contact the office.

If you have any questions, please email the office at office@vdlc.ca or call 604-254-0703.

CANCELLATION/REFUND POLICY

- ♦ You must notify the office of cancellation 72 HOURS prior to your class in order to receive a full refund. Due to limited seating, we often have a waitlist and this gives us the opportunity to fill the class.
- ♦ Any cancellation made with less than 72 HOURS notice will be subject to a cancellation/processing fee. If you purchased your registration through our website with your credit card and are cancelling with less than 72 hours notice, your refund will be processed through STRIPE and will incur a cancellation fee.
- ♦ NO SHOWS will be charged the FULL COURSE FEE - NO EXCEPTIONS (This includes classes held by Zoom Video Conference).

Email: office@vdlc.ca

Phone: 604-254-0703