

Assayers Foundation of British Columbia



MINUTES
of an
Extraordinary Meeting of the Assayers Foundation of British Columbia
held at
1486 East Pender Street, Vancouver, BC, November 5th, 2004

Present:

| | |
|--------------------------------|---------------|
| Manzur (Mac) Chaudhry | Victoria, BC |
| John Gravel (Chair) | Vancouver, BC |
| Ray Lett (Secretary/Treasurer) | Victoria, BC |
| Jim McLeod | Vancouver, BC |
| Lloyd Twaites | Vancouver, BC |
| Elaine Woo | Burnaby, BC |
| Keith Rogers | Vancouver, BC |
| Brian Johnson | Trail, BC |

1. Approval of the Meeting Agenda (John Gravel)

Meeting called to order at 1.35 p.m. and a quorum of members found to be present. The Agenda was proposed.

Proposed (Keith Rogers) and seconded (Jim McLeod) that the meeting Agenda be accepted. Unanimous acceptance.

2. Minutes of an Annual General Meeting of the Assayers Foundation of British Columbia held on April 23rd, 2004

Discussion of the Minutes distributed by the Secretary: None:

Proposed (Mac Chaudhry) and seconded (Elaine Woo) that the Minutes of the Annual General Meeting of the Assayers Foundation of British Columbia on April 23rd, 2004 be accepted as presented. Unanimous acceptance.

3. Introduction (John Gravel). The BC mining industry has been very active over the past six months highlighting continuity of the BC Certified Assayers program. Foundation achievements since the past meeting have been (1) award of a scholarship (2) amendment of the Foundation By Laws (3) information gathering to allow the issue for tax deduction receipts for donations and (4) progress toward the issue of a government approved assayers stamp.

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4. **Treasures Report (Ray Lett):** RBC current account balance is \$4856.51. Since the Annual meeting in April members have donated \$2250, expenses and bank charges were \$680.25 and \$500 was awarded as a BCIT scholarship. The current account was changed on August 18th to a Business Essentials savings account that allows up to 2 free transactions per month, \$2.50 for each additional transaction, no monthly fee and interest on 1.25% if the account balance exceeds \$10,000. There is presently \$15,175.45 invested in a 1-year cashable GIC paying 1.5% interest. *Jim McLeod.* Toronto Dominion Bank is offering a 30-90 rolling GIC T Bill paying 2.75%. Action: Ray Lett to ask RBC if similar type of investment is available.

Proposed (Keith Rogers) and seconded (John Gravel) that the Treasures Report be accepted as presented Unanimous acceptance.

5. Other Business

Memorandum of Understanding between the BC Assayers Foundation & BCIT regarding fees for the practical examination (Ray Lett). Progress in establishing a MOU was discussed in October, 2004 with Paul Morrison, BCIT. A MOU has not been established yet, but Paul states that practical examinations can still be conducted at BCIT under the existing arrangement. The liability issue for candidates taking the practical part of the Assayers Certification examination should be resolved before the next examination.

Elaine Woo. One option would be for the BC Certified Assayers practical examination be part of a BCIT registered course so that registered students can safely work in a BCIT lab and would be covered by BCIT liability insurance in the case of an accident. However, there is a liability issue for non-BCIT candidates taking the practical examination because they would not be registered in the course and also not experienced in using the BCIT laboratory.

Mac Chaudhry. In the past non-BCIT candidates were asked to undergo a pre examination orientation. The issue needs to be resolved because there have been past problems with inexperienced candidates in the lab. The new examination instructions state that it is preferable for candidates to take pre examinations orientation training. Some thought should be given to this issue and it should be tabled for discussion at the meeting. There is no problem for students registered for the BCIT practicum, but outside students introduce a liability issue. One solution would be for BCIT to offer the 1 week laboratory safety course mandatory for non-BCIT students taking the assayers practical course. This would enhance the assayer's certification program.

Elaine Woo. There are other practical examinations for government certification (e.g. non-destructive testing) that are held at BCIT. Will find out how these courses deal with the issue of laboratory safety for non-BCIT students.

Action: Elaine Woo to establish how other BCIT courses leading to government certification handle laboratory safety for non-BCIT students,

Action: Elaine Woo to continue discussions with Paul Morrison about an MOU between the Assayers Foundation and BCIT and establish the feasibility of a one week laboratory safety course for non-BCIT students intending to take the assayers practical examination.

Adoption of a BC Certified Assayers Stamp (John Gravel)

Creation of an official stamp for Certified Assayers reports was discussed at the last meeting subject to approval by the provincial government. The stamp would have the

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name of the assayer and registration number included with the Assayers Foundation Logo. The stamp would also allow portability of the Assayers Certificate.

Ray Lett: Discussed creation of a stamp with BC Geological Survey management and has been advised that the process of approval could be lengthy.

Mac Chaudhry: Stamp may become issue if Foundation was to be involved in litigation. In the past the BC government approval possessed an embossed stamp for Assayers Certificates. Stamped, hard copies of analytical reports may be preferred by the BC Securities Commission.

Brian Johnson: Teck-Comico now uses electronic reports and would prefer electronic, rather than physical stamps.

Keith Rogers: ALS-Chemex is moving towards having analysts signature electronically added. There is a trend from individual to corporate liability for reporting assays.

Proposed (Mac Chaudhry) and seconded (John Gravel) that the Foundation allows individuals decide if they wish to use a stamp on reports Unanimous acceptance.

Action: Ray Lett to continue with seeking approval from the BC Ministry of Energy & Mines for using an Assayers stamp.

Tax Deduction for donations to the assayers Foundation (Ray Lett)

The necessary forms have been obtained from Revenue Canada. The process could take several months.

Action: Ray Lett & John Gravel to continue to get a tax exemption number.

By Law Amendment (Ray Lett). The Foundation By Laws have been amended to allow a two year Chair term and a Vice Chair

Scholarship Update (Ray Lett). The first Foundation scholarship was awarded to a BCIT Chemical Sciences student, Jeni Arlee in June, 2004. The student was unable to attend the ceremony. Concept of awarding scholarship based on subsidy to registration fees rather than cash award was discussed with Susan Wallace (BCIT) in June. Only cash awards are allowed from Foundations.

Elaine Woo: Had proposed candidates for scholarship to BCIT based on interest from candidates in assaying. However, BCIT may decision based on marks alone.

John Gravel: BCIT should be asked if Foundation can have roll in deciding on candidate for scholarship.

Ray Lett: The Scholarship Committee needs to decide on the process for awarding an "Apprentice Scholarship" before the Foundation AGM in April 2005. Nominations will be sought from industry for a suitable candidate.

Action: The Scholarship Committee will establish the process for awarding an "Apprentice Scholarship" before the Foundation AGM in April 2005. Nominations will be sought from industry for a suitable candidate.

6. Adjournment. *Proposed (Jim McLeod), seconded (Elaine Woo) that the meeting be adjourn at 2.47 p.m. Unanimous agreement*

Chairman, John Gravel _____

Secretary/Treasure, Ray Lett _____ Date: _____

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Financial Report

Summary of Action Items

| Date | Revenue | Expense | Details | Balance |
|-------------|----------------|----------------|---------------------------|-------------------|
| 03/01/2004 | | | Balance forward | \$3,786.76 |
| 04/01/2004 | | \$3.75 | Bank charges | \$3,783.01 |
| 04/27/2004 | | \$661.50 | Examiners expenses | \$3,121.51 |
| 06/01/2004 | | \$7.50 | Bank charges (May & June) | \$3,114.01 |
| 06/10/2004 | | \$500.00 | BCIT Scholarship | \$2,614.01 |
| 07/02/2004 | | \$3.75 | Bank charges | \$2,610.26 |
| 07/28/2004 | \$2000.00 | | Member donations | \$4,610.26 |
| 08/02/2004 | | \$3.75 | Bank charges | \$4,606.51 |
| 09/01/2004 | \$250.00 | | Member donations | \$4,856.51 |
| 10/31/2004 | | | Current Balance | \$4,856.51 |