

Assayers Foundation of British Columbia



MINUTES
of an
Advisory Council Meeting of the Certified Assayers Foundation of British Columbia
held in
Room SW9-118. British Columbia Institute of Technology,
3700 Willingdon Ave. Burnaby, BC.

April 27th, 2007

Present:

John Gravel	Vancouver, BC
Ray Lett (Secretary/Treasurer)	Victoria, BC
Jim McLeod (Chair)	Vancouver, BC
Paul Morrison	Burnaby, BC.
Keith Rogers	Vancouver, BC
Scott Daniels	Trail, BC.
Elaine Woo	Burnaby, BC.
Mac Chaudhry	Victoria, BC
Alice Pang	Vancouver, BC

1. Approval of the Meeting Agenda

The meeting was called to order at 12.03 p.m. by the Chairperson, Jim McLeod, and the meeting Agenda tabled.

Moved by Ray Lett and seconded by Keith Rogers that the Agenda for the April 27th, 2007 Advisors Council Meeting be accepted as tabled.

Discussion: None. Unanimous acceptance of the Agenda.

2. Minutes of the February 9th, 2007 Advisors Council Meeting

Moved by Scott Daniels and seconded by Mac Chaudhry that the Minutes of the February 9th, 2007 Advisors Council Meeting be accepted

Discussion: Corrections to the minutes noted by Scott Daniels. Call for a vote on acceptance of the Minutes. Unanimous agreement that the Minutes of the February 9th Advisors Council Meeting be accepted after corrections.

3. Lunch Adjournment

Moved by Jim McLeod and seconded by Ray Lett that the meeting adjourn at 12.15 p.m. for lunch.

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Discussion: None. Unanimous acceptance of a lunch adjournment.

4. Meeting Resumption (12.45 p.m.)

Moved by Jim McLeod and seconded by Scott Daniels that the meeting resume.

Discussion: None. Unanimous acceptance of meeting resumption.

5. Appointment of a Vice Chair

Scott Daniels nominated by Jim McLeod and seconded by Elaine Woo to be Vice Chair of the Certified Assayers Foundation of British Columbia and the Advisory Council.

Call for other Nominations: There were no other nominations. By unanimous consent Scott Daniels is appointed Vice Chair of the Certified Assayers Foundation of British Columbia and the Advisory Council.

6. Matters Arising from the Minutes – Status of Action Items

6.1 Examiners Board Succession Planning – Mac Chaudhry

The issue of Examiners Board succession was raised before 2005 because the present members have served multiple terms and would like to retire before 2009. Qualities for Examination Board members are:

- Must be a certified assayer,
- Must have vision and experience,
- Must have no interest conflicts,
- Must accept that position is a voluntary one at this time,
- Should be prepared for a significant workload involved in the setting and grading of examinations and;
- Should be prepared to independently grade examination papers.

Six individuals have been identified as potential replacements for 2 existing Board members. Ideally, industry should lead the succession process. A new Board member would require mentoring by an existing member until familiar with the position duties. The Board should comprise representatives from academia, government and industry. Presently those are Mac Chaudhry (government), Elaine Woo (academia) and Derek Blundell (Industry). Government may have to consider a future salary for Board members to attract suitable people. Travel expenses for the Board Chair will be required to interview candidates.

Moved by Jim McLeod and seconded by Ray Lett that Mac Chaudhry proceed interviewing candidates for replacing two members of the Certified Assayers Examining Board within 6 to 12 months. Funding for necessary travel interview candidates with is from the Assayers Foundation.

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Discussion: *Scott Daniels:* Forty eight percent of the 191 BC assayers that have been certified since 1960 have worked in Trail and it would be an advantage for an examiner to be from the BC Interior.

Call for a vote on the Motion. Unanimous acceptance.

6.2 Assayers Funding from BC Energy, Mines & Petroleum Resources & from Canadian Mineral Analysts – Ray Lett

BC Ministry of Energy & Mines proposes to issue a grant for \$5000 to the Assayers Foundation. Jim McLeod will receive the funds on behalf of the Foundation in the next 2 weeks. At their 2006 Annual General Meeting the Canadian Mineral Analysts agreed to fund the Assayers Foundation with \$2000. The Assayers Foundation's Secretary requested the funds in February but to date there has been no response from the CMA.

Action: Elaine Woo will contact Bill Clifford, CMA, to request the \$2000.

6.3 BCIT Graduation Achievement Scholarship – Ray Lett

A \$500 donation has been sent to Susan Wallace (BCIT Foundation) to fund a graduation achievement scholarship to be awarded in June 2007. The BCIT faculty will select a student recommended by Elaine Woo to receive the scholarship.

6.4 Trainee Assayer Award – Ray Lett

The award was discussed at the February 9th Advisors Meeting when a decision was made to make the award soon after the meeting. However, no suitable venue was identified for the award so a decision was made to delay the award until later in 2007 at a Mineral Exploration Group (MEG) lunch meeting in October. The deadline for application for the award will be July 15th.

Paul Morrison: "Apprentice Assayers" should be changed to "Trainee Assayers" on notices about the award to avoid confusion with the BCIT apprentices program.

Action: Ray Lett to make sure "Apprentice Assayers" changed to "Trainee Assayers" in notices and on the BCIT web site. Notices will be sent to labs and other organizations inviting applicants by July 15th and the award would be made in October.

6.5 Curriculum guide for non-BCIT students planning to sit the Assayers Exam. – Mac Chaudhry

The curriculum guide and tutorials for non-BCIT students planning to sit the Assayers Examination has been updated. Details of the threshold requirements (e.g. accuracy) needed to pass the practical examination are posted on the BCIT Assayers web page, and there no specifics about the analytical method required in the practical examination. The candidate is expected to decide on the most suitable analytical method for reaching the required accuracy to pass the examination.

Scott Daniels: The curriculum guide allows a candidate to train for the examination and become familiar with a range of methods.

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6.6 Contribution to the Assayers Foundation - Ray Lett

A request for contributions and a letter from the Advisory Council Chair will be mailed to members in May. Contribution levels for 2007-2008 will be \$500 for large company, \$250 for a small company and \$50 for an individual. Receipt will be sent to contributors but presently cannot be used tax deductions because the Foundation needs approval from Revenue Canada. Obtaining approval from Revenue Canada is costly and time consuming.

John Gravel: Contributors could be asked to identify a preference for their contribution e.g. a stipend for a Board Member, sponsorship for a trainee assayer at BCIT.

Mac Chaudhry: Ideally, government should guarantee annual funding of the assayers program to cover costs for examination test material and examiners Board expenses.

John Gravel: Recognizing non-monetary industry contributions (e.g. company travel, meeting time) are important.

Action: Ray Lett to discuss an annual budget allocation from government for the Assayers Program.

6.7 E-mail list for contacting certified assayers and companies to encourage communication - Alice Pang

At the February 9th Advisors meeting the concept of establishing an email list of government agencies, commercial assayer companies and certified assayers to improve communication and the encourage contributions the Assayers Foundation was discussed. Some companies have been contacted but the email list is incomplete due to privacy issues when obtaining information about individuals.

Jim McLeod: Establishing the contact list of assayers is important because the growth of the assaying industry depends on encouraging younger people through stronger communications.

Scott Daniels: Obtaining a web site domain name (e.g.bcassayer.com) would facilitate communications because individuals could be offered prestigious e-mail aliases, e.g. firstname.lastname@bcassayer.com. The cost for a domain name is typically \$75/year. Propose to research domain name options, make recommendations, purchase the domain name and start building the website to facilitate assayer communication. Alice Pang would have an important role in encouraging membership through the site.

Action: Scott Daniels and Ray Lett to discuss selecting a domain name and building a web site for facilitating assayer communication.

Moved by Jim McLeod and Seconded by R Let! that the action items 6.1 to 6.7 arising from the February 9th, 2007 Advisory Council Meeting be approved. Unanimous acceptance.

7. Examiners Board Report - Mac Chaudhry

The examiners held a Board Meeting at BCIT on February 23rd. There are 8 candidates who will sit the theory examination in June 2007 and 8 in December 2007. A practical examination is planned for December 2007. A minimum of 4 candidates is needed to make a practical examination feasible and ideally there should be 6 to 8 candidates.

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8. BCIT Assayer Training program Report - Elaine Woo.

12 students started training in January 2007, 12 in March 2007 and 8 students are registered to start training in June 2007. In 2006 100 students were enrolled in the assayers training program. There has been some interest in translating the distance education training modules into Spanish, but the main focus has been to keep the English language version up to date. Issuing certificates for students graduating in specialized disciplines within the course (e.g. fire assaying) has been discussed previously, but most students are more interested in taking all of the course modules. Industry supporters, especially Global Discovery, ALS Chemex, Teck-Cominco (Trail) and Acme Analytical are thanked especially for supporting the BCIT training program.

Paul Morrison: The issuing certificates for students graduating in specialized disciplines is a formal process and needs a careful review of the course.

9. Other Business - No other business was discussed.

10. Next Meeting: The next Advisory Council Meeting will be held on October 19th, 2007.

11. Appreciation - Jim McLeod. The Assayers Advisory Council thanks Paul Morrison for providing lunch.

12. Adjournment: Moved by Keith Rogers and seconded by Mac Chaudhry that the Advisory Council Meeting be adjourned at 2.48 p.m. April 27th, 2007. Accepted Unanimously.

Chair, Jim McLeod _____

Secretary, Ray Lett _____

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Action Items

Action: Elaine Woo to contact Bill Clifford, CMA, to request the \$2000 contribution promised for the Assayers Foundation.

Action: Ray Lett to make sure “Apprentice Assayers” changed to “Trainee Assayers” in notices and on the BCIT web site. Notices will be sent to labs and other organizations inviting applicants by July 15th and the award would be made in October.

Action: Ray Lett to discuss an annual budget allocation from government for the Assayers Program.

Action: Scott Daniels and Ray Lett to discuss selecting a domain name and building a web page for encouraging assayer communication.