

Assayers Foundation of British Columbia



MINUTES
of the
Advisory Council Meeting of the British Columbia Certified Assayers Program
held by conference call

October 22, 2010

Attended:

| Member | Role | Affiliation | Address |
|----------------|-----------------------------|--------------------|-------------------|
| Mac Chaudhry | Examiners Board Chair | BC Gov. (Ret.) | Victoria, BC. |
| Scott Daniels | Chair-Advisory Council | Teck Metals | Trail, BC. |
| Bill Clifford | Member, Advisory Council | Anachemia | Richmond BC. |
| Ray Lett | Member, Advisory Council | BC Gov. (Ret.) | Victoria, BC. |
| Paul Morrison | Member, Advisory Council | BCIT | Burnaby, BC. |
| John Gravel | Treasurer, Advisory Council | Acme Analytical | Vancouver, BC. |
| Keith Rogers | Member, Advisory Council | ALS | N. Vancouver, BC. |
| David Lefebure | Member, Advisory Council | BC Government | Victoria, BC. |
| Alice Pang | Secretary, Advisory Council | ALS | N. Vancouver, BC. |

Change to Agenda

Meeting was called to order at 10:03 a.m. by Scott Daniels who noted that we had received a reply for the letter we sent to the minister's (Ministry of Energy, Mines and Petroleum Resources) office. The minister indicated that he will send his assistant deputy minister (ADM), John Cavanagh, to meet with us. Due to this new development, this conference call focused on the preparation for the meeting with the ADM.

Meeting Minutes

Scott Daniels: I have good news; I heard back from the Minister's office yesterday. The minister's office indicates they are willing to meet with us and the person who will meet with us is the ADM John Cavanagh, along with Dave Lefebure. Because of this development we should strictly focus on how we should respond to the ministry in this meeting and only lightly hit on the other agenda items.

Ray Lett: (gave brief background on John Cavanagh at Scott's request) John Cavanagh is the ADM for the Mining and Minerals Division. John has been with the ministry for a while and he is in a better position to appreciate the issues.

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Scott Daniels: If we could hold the meeting at BCIT, we can draw the ADM's attention to some of our issues.

John Gravel: How much time is the ADM going to have with us? I like Scott's idea to have the ADM come to BCIT so that we can arrange a tour of Elaine's lab and he can see the impact of the young people we are trying to push through the system to step into the assayer role.

Scott Daniels: I like the idea of having the ADM join our next meeting at BCIT; it will be convenient for us to set the meeting date on Friday Nov. 26th if possible and we could provide a tour of the facility to the ADM. I would like us to get ready for the meeting by conference call on a weekly basis between now and the meeting date.

Bill Clifford: We should probably go ahead with our November meeting but we probably will have to plan the meeting date around the availability of the ADM.

Ray Lett: We should get together by phone a day before (on Thursday) to prepare for the meeting on November 26th.

Mac Chaudhry: Considering the busy schedule of the ADM, we should have a plan B (in case the ADM could not join us for the Nov. 26th meeting) we should formalize the framework for discussion and if require meet with the ADM in Victoria in case he is not available to meet with us on Nov. 26th.

Scott Daniels: (for clarification) We can certainly do our preparation and get ready to meet with him on Nov. 26th but in case he can't meet with us on that day we will still conduct our scheduled meeting and move to plan B.

(Dave L. joined conference call.)

Dave Lefebure: The ADM's schedule often changes on a day-to-day basis. It's fine to offer up a day and aim for it. We should find out when he is going to be in Vancouver and that way he will be more likely to show up. At this time, there is nothing on the ADM's schedule for Nov. 26th so there is a good chance that the ADM will be available for that date.

Scott Daniels: We have a date of Friday Nov. 26th and we will provide in response to the call from Leslie Symes (ADM's Exec Coordinator) yesterday and explain why that date will be beneficial but if the date doesn't work then we should have an open mind to work within the ADM's schedule.

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Scott Daniels: I would like to have suggestions and sort of brain storm ideas from the group so I would suggest having further conference calls prior to the meeting as preparation. Is there any advice that you would offer in preparation for the meeting?

Dave Lefebure: I think you want to come in with a clear request and to keep the focus simple, provide some background & explain the effort of this committee as well as the different approaches, including the workshop last summer. It might also be good to provide an alternative approach to the AdM. Government is tight for money and the ADM is affected by the tight budget operationally as well.

Scott Daniels: (questions for Dave L.) How much time would you think is reasonable for us to plan for this meeting with the ADM, if our regular meeting is between 11:00 and 15:00 on November 26th at BCIT?

Dave Lefebure: About an hour. It might also work if there a chance for the ADM to receive some ideas on the discussion ahead of time.

Scott Daniels: I would like to arrange for an opportunity for him to have dinner with us the night before. I am not sure if he would be able to attend or not. Perhaps a few of us from the group can have dinner with him.

Dave Lefebure: Good idea. It will just depend on what is on his schedule and see if it allows him to do that.

Scott Daniels: The second question I have is based on the letter that we provided as a group and actually there was a fair amount of information in the letter. Do you have any insight into the ADM's thought or comment pertaining to what's in the letter?

Dave Lefebure: The only thing that he had mentioned is that he's strongly in favor of what your group is pursuing is some sort of affiliation with a professional organization. Based on the information that Ray and I had provided him, he is aware that this option was considered at one point. This is something that the ADM is intrigued about and he's aware it's not a short-term solution.

Scott Daniels: That's one of the solutions that we had sought but it does not resolve the problem of the financial situation. This is something that might be discussed during a dinner conversation.

(Dave L. had to leave the conference call.)

John Gravel: We need to have a presentation ready for the ADM. The presentation should cover the brief history, the issues, options and the funding we are trying to get.

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Mac Chaudhry: We should give a brief background on the whole situation and follow by a number (at least three) of options.

Scott Daniels: These points have been summarized in the letter. What we need to do is to turn it into a ten- to fifteen-minute presentation. I will take on the responsibility of developing the presentation and share with everyone here for feedback. We are targeting for about a week from now. The nature of the presentation should reflect the letter we sent.

Scott Daniels: I would like to have some help during the presentation to the ADM from someone who has been living in the province for over 10 years, been with the assayer group for over 6 years, perhaps John, Keith and me.

John Gravel: It would be important to have someone from the industry. It's also important for someone like Elaine to talk about the BCIT side of it and how they build an extremely strong program, comparing the progress today to the start of the program and the young people went through the system all because of the effort of BCIT and Elaine in particular.

Scott Daniels: I agree with that; your earlier suggestion of having the meeting at BCIT will allow us to take the advantage of the venue and inducting the idea of the role BCIT play in this program. We'll follow up either with Paul or Elaine to make sure that BCIT has some prominent role in meeting with the ADM.

Paul Morrison: I think you want to keep the emphasis on the assayer program.

Scott Daniels: There are two kinds of things listed here first is the presentation and then highlight overview of the role of BCIT.

Keith Rogers: We should also think about the beneficiaries other than the labs such as the exploration companies. I will try to come up with the name. (Group tentatively agreed to have a conference call from 11:00 a.m. to noon on the following Friday. Keith R. excused and left conference call.)

The group continued to discuss about the format of how the meeting should be held. The idea of having a large group of students greeting the ADM had been discussed but was not considered to be a good idea.

John Gravel: The presentation can link the increase of the numbers (of assayers) for the past 15 years since the advisory council had been involved and probably include picture (quick flashes in the presentation) of the graduates.

Ray Lett: Any possibility that some of our scholarship recipients can be arranged to meet him?

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Scott Daniels: We have the group photos from the assayer gatherings such as the CMA conference meeting and the assayers' celebration last year in Trail. I will follow up with Elaine.

Mac Chaudhry: One idea would be to see how far some of the assayers have come, say for instance Keith's position as a director of a large international laboratory.

Scott Daniels: I need help to identify some of the individuals who could be included in this meeting. Please look at the list of certified assayers on the web site and see if you can identify who's who in middle management and where are they.

Ray Lett: Ron Cardinal would be one of the considerations.

John Gravel: Dean Toy. May be highlighting an Acme OrgChart with pictures of certified assayers.

Time approaching 11:00 a.m. and Scott suggested to quickly going through the items on the agenda and allowing time for John to give an update on the financial status. Approval of May 14 meeting minutes and clarify/ solidify roles were not discussed because of the time constraint and those items are not priorities.

Mac Chaudhry: (Update from the Chair of Board of Examiners). The next theory exam. is set on Nov. 27th; the practical exam. is set on Dec. 12 – 16th. There are 6 people confirmed for the practical exam. with possibly two additional (making a maximum of eight). Two people signed up for theory exam. and they are both repeats. If these two people pass the theory exam., we will have eight people taking the practical in December.

Ray Lett: (Update for scholarship) I have confirmation and contacted the three scholarship recipients. The three checks and letters are ready and hopefully they will be mailed today. The unsuccessful candidates were also contacted. Their bios will be sent to Scott and CMA to put on the web site.

Bill Clifford: We may want to bring up the contribution and support of the CMA to this program in the meeting with the ADM.

Scott Daniels: It is a good suggestion; we can bring up to the minister that we have a linkage with a national group like the CMA and how the CMA values the assayer foundation to contribute \$10,000 last year. Also, the fact that it brings over \$25,000 profit to the province from running the CMA conference in Trail this year hopefully will continue to speaking of some benefits from the assaying industry in BC and the rest of the countries plus \$3,000 contribution to the scholarship this year.

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Scott moving forward to the next item on the agenda of the official assignment of the third examiner by BRDO.

Ray Lett: (comment on the progress of the official assignment) The information was supposed to be sent out to the minister to have Keith appointed but somewhere along the line it never happened. The matter is being looked into. Dave is in contact with [Rhonda] about this. (Ray will follow up.)

In terms of the next item of a membership list, there is nothing new to report.

Ray Lett: (Item #9 on the agenda- plans to register society for 2010/11.) We are registered for this year and the address had been changed. The registration may require to be done within a month of the AGM. (We are good until May 2011.)

John Gravel: (Item #10 on the agenda- financial report) We have an open balance of \$8,186.96 at the beginning of the year. This year we have deposited about \$31,501.84; we have made payments of \$13,562.08; current balance is about \$26,126.72. This includes deposit of donations from CMA, ACME, Rock Lab, SGS, Anachemia and Teck. We have not received donations from ALS (\$10k) and Assayers of Canada, which was brought out by SGS.

Bill Clifford: I will follow up with Keith Rogers (regarding the ALS donation) and clarify with Assayers Canada as I thought the check was supposed to be mailed – will check with Albert.

John Gravel: Payment included a total of about \$3,000 for scholarship, board of examiners' office expenditure of \$7,200 for the year and others mainly related to travel expenses and bank charges. At the beginning of the year, the total expenditure was projected to be \$49,000. We have expended about \$9,000 and \$40,000 is still to be expended but there is currently about \$26,000 in the bank so we are running out of money. I will put together a summary of the general ledger for the presentation and that will include what our budget projections were to show where we are. I will prepare a financial statement. We could be bankrupt by Spring 2011.

Scott Daniels: A high resolution logo had replaced the old logo and posted on the website with John and Ray's help.

Adjournment at 11.16 a.m. October 22, 2010.

Action Items:

Scott Daniels

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- Draft a presentation in preparation of the meeting with the ADM which will include the following items: (i) financial status; (ii) History/issues/funding options; (iii) BCIT role; (iv) flashes pictures of assayers; (v) names/titles of graduates in middle management or OrgChart.

Dave Lefebure

- Follow up with the appointment of Keith as the third examiner.

Bill Clifford

- Follow up with Keith Rogers regarding the ALS donation and clarify with Assayers Canada.

John Gravel

- Put together a summary of the financial status and budget projection for the presentation.
- Prepare a financial statement.