

Assayers Foundation of British Columbia



Minutes Certified Assayers Foundation of British Columbia AGM and Advisory Council Meetings

Date: April 17, 2015

Location: Room SW2 , room 158, British Columbia Institute of Technology, 3700 Willingdon Ave., Burnaby, BC.

Attendees:

Member	Role	Affiliation	Address
Andrew, John*		New Gold	
Cardinall, Ron	Vice-Chair, Advisory Council	AGAT	Mississauga, ON
Chaudhry, Mac	Chair, Board of Examiners & Director	Retired	Victoria, BC
Chik, Gerald	Membership -Individual	SGS	Vancouver, BC
Daniels, Scott	Secretary, Director, Website Admin. & Corporate Memberships	Teck Metals	Trail, BC.
Gravel, John	Director, Advisory Council & Treasurer	Acme Labs	Vancouver, BC
Lett, Ray	Scholarships, Chair	Government of BC, Retired	Victoria, BC
Morrison, Paul	Member, Advisory Council	BCIT	Burnaby, BC.
Ng, Lawrence	Chair, Advisory Council	SGS	Vancouver, BC
Pang, Alice	Director & Past Chair, Advisory Council	ALS	N. Vancouver, BC.
Rukhlov, Alexei*	Gov't Representative	Gov't of BC	Victoria, BC
Woo, Elaine	Board of Examiners & Director & Scholarships	BCIT	Burnaby, BC.
Ty, David		Metsolve	

*Participation by internet conference call (Skype), starting only at 1.03 pm.

Regrets

Member	Role	Affiliation	Address
Rogers, Keith	Board of Examiners, Member		
Murry, Sean	CMA Representative	Anachemia/VWR	Vancouver, BC

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ANNUAL GENERAL MEETING

1. Approval of Meeting Agenda

The meeting was called to order by Lawrence Ng at 11:30 AM. The meeting agenda was adopted as submitted.

2. Approval of 14-Nov-2014 Advisory Council Meeting Minutes

Motion by Scott; seconded by Mac. All approved

3. Chair's Report (Lawrence Ng)

The industry has experienced quite a dramatic cycle. Significant reductions have been observed in spending for exploration. The service sectors are facing challenges and staff reductions of 40-60%. Iron ore and coal prices have dropped by 50%. It is uncertain when the mining industry will recover. It is hoped that "this" is the bottom. A rebound is not expected to be as quick as we saw in 2009. At the moment, a number of mine sites are closing. While assayer positions are decreasing in number, automation is increasing.

Lawrence was thanked and presented with a travel mug from BCIT.

4. Election of Officers & Directors

Position	Nominee	Nominated By	Seconded	All Agreed
Chair	Ron	Mac	Elaine	Yes
Vice Chair	TBA			Yes
Treasurer	John	Lawrence	Ron	Yes
Secretary	Scott	Lawrence	John	Yes
Corporate Membership –Labs	Scott	Lawrence	Elaine	Yes
Individual Membership	Gerald	Elaine	Alice	Yes
Board of Examiners –Chair	Mac*	John	Lawrence	Yes
Scholarships	Ray**, Elaine & Mac	Mac	John	Yes
Website Administrator	Scott	Mac	Alice	Yes
Directors (Minimum of 5)	Alice, John, Lawrence, Ron, John-Andrew & Scott			Yes

**Mac's term expires in October. Keith is staying on, and Dave will join the board.*

With the exception of Ray, all appointments were made for a 2-year term. Ray's term is one year.

Lunch Break at 11.55 am; meeting resumed 12:30 pm.

BC CERTIFIED ASSAYERS FOUNDATION ADVISORY COUNCIL MEETING

5. Opening Statement from New Chairperson (Ron Cardinal)

Ron thanked Lawrence for his service.

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6. Follow up on action items from previous meeting

- *Scott to get a quote for 200 blank pins and cost of engraving the pin.
Scott is no longer moving ahead with this opportunity because of the challenge in hunting down the current and working BC Certified Assayers. This issue will be discussed later, after the treasurer's report.*
- *For booth display, Lawrence to contact sponsors to find out who would be interested to participate & also get approval from AMEBC. Gerald to contact interested sponsors and provide them with details of the arrangement.
This was done. Lawrence got permission from a number of companies willing to exhibit our display: AGAT, ALS Minerals & VWR-Anachemia. Gerald noted that "our" exposure was generally positive.*
- *Lawrence to send a copy of the existing job description for the scholarship chair and include the evaluation criteria in the next meeting for discussion.
Lawrence has work yet to do on this.*
- *Lawrence to contact TSX to see what is their position of the data from the portable XRF equipment.
SGS and Lawrence are looking at portable XRF data. Lawrence has yet to write this letter to the TSX.
John noted that there is an existing report on hand-held XRF instruments that should be reviewed.*
- *John G. will double check if \$1000 had been received from Rocklabs.
Yes, it was received, John noted.*
- *John G. to send a reminder of budget items to directors prior to the spring meeting around March.
A meeting was held in March to assemble a draft budget.*
- *Scott to send Lawrence the invoices for Act lab & Acme for follow up.
Done.*
- *John G. & Scott will communicate around June/ July 2015 to identify the outstanding invoices.
Done.*
- *Ray to communicate with Scott regarding website information update.
Done.*
- *Mac to provide Scott with the names of certified assayers from 2013 & beyond.
Done.*
- *John A. to provide New Gold contact information so that we can add it to the 2015 invoice list.
Done. Best to send the invoice to John.*

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7. **Secretary / Corporate Membership Report (Scott Daniels)**

Below is a summary of invoices sent to "Member" laboratories.

	Company	Invoice Amount
1	ALS Laboratory Group	\$ 5,000
2	Bureau Veritas Laboratories	\$ 5,000
3	SGS Minerals Services	\$ 5,000
4	Teck Resources Limited	\$ 5,000
5	Canadian Mineral Analysts	\$ 3,000
6	Activation Laboratories Ltd.	\$ 2,500
7	AGAT Laboratories	\$ 2,500
8	VWR/Anachemia	\$ 2,000
9	Klen International	\$ 1,000
10	Rocklabs Automation Canada Ltd.	\$ 1,000
11	New Gold	\$ 500
12	Copper Mountain Mine	\$ 400
13	North American Tungsten Corp.	\$ 350
14	Thompson Creek Mining Ltd.	\$ 350
15	Barkerville Gold Mines	\$ 100
	Total	\$ 33,700

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Treasurer's Report (John Gravel)

John circulated copies of his report. A subset of "our" committee participated in a pre-budget conference call on 27-March-2015 (John, Mac, Lawrence & Scott).

This report covers the five month period since our last Foundation meeting on November 14, 2014. A budget for 2015 formulated by the budget committee in a teleconference on March 27 is tabled herein for the consideration by the Foundation. The budget anticipates revenue of \$33,842.62 from member contributions and bank interest balanced against anticipated total disbursements of \$44,230. This would yield a net position of -\$10,887.38 for the year. Of particular note is the reduction in contributions from the major labs (ALS, BV, SGS) from \$10K to \$5K.

The consolidated Cash Position / Profit and Loss statement for April 17, 2014 shows that we begin the period with an opening balance of \$47,167.13 (Closing balance as of November 14, 2014). Revenue over the past five months amounted to \$11,930.63 comprising \$11,900.00 in member contributions and \$30.63 in interest. Year to date member contributions amounts to \$8,400. The attached spreadsheet labeled Donors List 2015 details contributors and amounts received in 2015. Invoices for member contributions were sent out on March 31, 2015 by Scott Daniels. To date ALS Labs (\$5,000), the Canadian Minerals Analysts (\$3,000) and Copper Mountain Mines (\$400) have responded for a response rate of 25%. It is anticipated that this will increase in the coming months. Disbursements for the period amounted to \$13,593.64 comprising \$3,600 for the H2 2014 BoE office expense, \$9,000 for 2014 BoE Chair Exam fee, \$806.40 for the Assayers Foundation Display Pop up, \$181.24 for Advisory Council Meeting Expenses and \$6.00 for bank charges. The closing cash balance as of April 17, 2015 is \$45,504.12.

The Balance Sheet for April 17, 2015 shows net assets of \$76,016.46 comprising the closing balance as stated above, the RBC GIC with market value of \$5,212.34 and receivables of \$25,300 representing the balance of uncollected member contributions. Un-expended liabilities of \$44,200.00 include: Scholarships (\$3500), BC Exam Materials (\$5000), BoE Office (\$7200), BoE Chair Exam Fees (\$9000), BoE Chair and Examiners Stipends (\$11,000), BoE Chair Travel Expenses (\$3000), Advisory Council Member Stipends (\$3500), Advisory Council Meeting Expenses (\$1000) and Miscellaneous (\$1000). Should we fully realize the Net Assets and the Net Liabilities, this would result in Retained Earnings for the period of \$31,816.46.

Outstanding actions include completing and filing the 2015 Annual Corporate Report with the BC Government.

Assayers Foundation of British Columbia

BUDGET for FY 2015		FY2015
		Budget
ANTICIPATED REVENUE		
Member Contributions		\$33,700.00
Interest and other income		\$142.62
NET REVENUE		\$33,842.62
ANTICIPATED EXPENSES		
Scholarships & Awards		-\$3,500.00
BC Assayers Exam Materials		-\$5,000.00
2015 BoE Office		-\$7,200.00
2015 BoE Chair Exam Fees		-\$9,000.00
2015/16 BoE Chair and Examiner Stipends		-\$11,000.00
2015 BoE Travel Expenses		-\$3,000.00
2015/16 Advisory Council Member Stipends		-\$3,500.00
2015 Advisory Council Meeting Expenses		-\$1,000.00
2015 Miscellaneous		-\$1,000.00
2015 Bank Charges		-\$30.00
Less Pre-Paid Expenses		\$0.00
NET EXPENDITURES		-\$44,230.00
NET POSITION		-\$10,387.38

Notes:

1) Anticipated Contributions include (\$20,000) from Commercial Labs, (\$6,700) from Mine / Smelter Labs and (\$7,000) from the CMA and suppliers.

Respectfully submitted by



John Gravel, Treasurer

Date: April 17, 2015

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Company	Address	Contact Person	Email	Phone	Number of Lab Techs	Invoice Amount	Invoice Date	Sent By	Received
Commercial Assay Labs									
Bureau Veritas Commodities Canada	5090 Shaughnessy St, Vancouver, BC,	John Gravel	john.gravel@bureauveritas.com	604.253.3158	130	\$ 5,000.00	31-Mar-15	Daniels	
ALS Laboratory Group	2103 Dollarton Hwy	Colin Ramshaw	Colin.Ramshaw@alsglobal.com	604.984.0221	300	\$ 5,000.00	31-Mar-15	Daniels	\$ 5,000.00
Activation Laboratories Ltd.	9989 Dallas Drive	Rob Hoffman	robhoffman@actlabs.com	250.320.1186	> 50	\$ 2,500.00	31-Mar-15	Daniels	
SGS Minerals Services	185 Concession Street, BOX 4300	Russ Calow	russ.calow@sgs.com	705.652.2018	???	\$ 5,000.00	31-Mar-15	Daniels	
AGAT Laboratories	5835 Coopers Avenue	Ron Cardinal	cardinal@agatlabs.com	905.501.9998	<50	\$ 2,500.00	31-Mar-15	Daniels	
Mine Labs									
New Gold	New Afton Mine	John Andrew	John.Andrew@newgold.com		2	\$ 500.00	31-Mar-15	Daniels	
Barkerville Gold Mines	115 Keis Avenue	Glen Ventor	lindav@telus.net		2	\$ 100.00	31-Mar-15	Daniels	
Copper Mountain Mine	223 Burton	Richard Joyes	richard.joyes@cumtnop.com		8	\$ 400.00	31-Mar-15	Daniels	\$ 400.00
North American Tungsten Corp.	306 Adela Trail	Jason McKenzie	info@natungsten.com		7	\$ 350.00	31-Mar-15	Daniels	
Thompson Creek Mining Ltd.	Endako Mines Division	Bill Mracek	psolly@tcrc.com		7	\$ 350.00	31-Mar-15	Daniels	
Teck Resources Limited	Suite 3300, Bentall 5	Steve Cook	stephen.cook@teck.com	604.699.4329	75	\$ 5,000.00	31-Mar-15	Daniels	
Service Companies									
VWR/Anachemia	3571 Viking Way, #10	Sean Murry	smurry@anachemia.com	1.800.361.0209		\$ 2,000.00	31-Mar-15	Daniels	
Rocklabs Automation Canada Ltd.	1475 Riverside Dr.	Adrian Garcia	a.garcia@rocklabs.com			\$ 1,000.00	31-Mar-15	Daniels	
Klein International	36 Hemisphere St., Neerabup, Western	Angus McGuire	amcguire@klien.com.au			\$ 1,000.00	31-Mar-15	Daniels	
Affiliated Groups									
Canadian Mineral Analysts	3571 Viking Way, #10	Sean Murry				\$ 3,000.00	31-Mar-15	Daniels	\$ 3,000.00
Private Contributions									
Total						\$ 33,700.00		Total Received	\$ 8,400.00
								Outstanding	\$ 25,300.00

Cash Position - P&L Statement Year to date April 17, 2015		FY2014		
		Current Period	Year to Date Actual	Budget FY 2015
OPENING BALANCE (as of Nov 14, 2014)		\$47,167.13		
REVENUE				
	Member	\$11,900.00	\$8,400.00	\$33,700.00
	Interest and other	\$30.63		\$142.62
NET REVENUE		\$11,930.63	\$8,400.00	\$33,842.62
EXPENDITURES				
	Scholarships & Awards	\$0.00		-\$3,500.00
	BC Assayers Exam Materials	\$0.00		-\$5,000.00
	BoE Office	-\$3,600.00		-\$7,200.00
	BoE Chair Exam Fees	-\$9,000.00		-\$9,000.00
	BoE Chair and Examiner Stipends	\$0.00		-\$11,000.00
	BoE Travel Expenses	\$0.00		-\$3,000.00
	Advisory Council Member Stipends	\$0.00		-\$3,500.00
	Advisory Council Meeting Expenses	-\$181.24		-\$1,000.00
	Miscellaneous	-\$806.40		-\$1,000.00
	Bank Charges	-\$6.00		-\$30.00
	less Pre-Paid Expenses BCIT Scholarship			\$0.00
	less Pre-Paid Expenses BoE Office			\$0.00
NET EXPENDITURES		-\$13,593.64	\$0.00	-\$44,230.00
CLOSING BALANCE (As of April 17, 2015)		\$45,504.12		

Notes:

- 1) Contributions: ALS Minerals (\$5000), CMA (\$3000), VWR/Anachemia (\$2000), Rocklabs (\$1000), Copper Mountain (\$400), Gerald Chik (\$300), Alice Pang (\$100), Reimbursement of exam fee (\$100)
- 2) BoE office expense 2014 H2 (\$3,600), 2014 Examiners fee (\$9000)
- 3) Miscellaneous Expense to purchase pop-up display (\$806.40) and Advisor Council Meeting Expense fo Ray Lett (\$181.24)

Respectfully submitted by


John Gravel, Treasurer

Date: Apl 17, 2015

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BALANCE SHEET As of April 17, 2015		FY2015
		Current
ASSETS		
	Cash	\$45,504.12
	Investments (RBC GIC)	\$5,212.34
	Receivables	\$25,300.00
NET ASSETS		\$76,016.46
LIABILITIES		
	Scholarships and Awards	-\$3,500.00
	BC Assayers Exam Materials	-\$5,000.00
	BoE Office	-\$7,200.00
	BoE Chair Exam Fees	-\$9,000.00
	BoE Chair and Examiners Stipends	-\$11,000.00
	BoE Chair Travel Expenses	-\$3,000.00
	Advisory Council Member Stipends	-\$3,500.00
	Advisory Council Meeting Expenses	-\$1,000.00
	Miscellaneous	-\$1,000.00
NET LIABILITIES		-\$44,200.00
RETAINED EARNINGS		\$31,816.46

Notes:

- 1) 25% of Member contributions have been received to date
- 2) Payments outstanding include:
 - All 2015 Expenses

Respectfully submitted by



John Gravel, Treasurer

Date: April 17, 2015

BC Certified Assayer Pins (delayed discussion from above).

Suggestion to add a message to our website, "provide your contact information and we will send you a lovely and personalized, BC Certified Assayers pin." Gerald has just more than 100 BC certified assayers on his list. Gerald and Scott will work together to update Gerald's list for this "Pin Project."

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8. Board of Examiner's Report (Mac Chaudhry)

Mac reported 13 individuals have signed up for the theory examination. Grading is in progress and exam results should be available in about a week or so. It is expected that the majority will pass.

9. BCIT Training Program Report (Elaine Woo)

The intake is quite steady. For the first quarter, about 20 joined the program, which is slightly better than this time last year. Elaine reported that the average length of time is 1.5 years to complete the program. It is expected that changes to module 5 will not change the period of time required to complete the training program.

10. Membership-Individual Report (Gerald Chik)

Currently 130 LinkedIn members. Gerald strongly encourages Mac and Elaine to join this group. This group is reported by Gerald to be somewhat successful. David Righton and Joseph Woo recently passed away.

Scott encouraged discussion around adding a BC Certified Assayers Facebook site. There was general support for this. The goal was to help promote the work of the Foundation. All were in favour of Gerald setting up this site.

Action Item. Dave Ty requested that Scott send an invoice for membership. (David Tye, david.tye@met-solvelabs.com, Met-Solve Analytical Services, 20120-102nd Ave., Langley, BC, V1M 4B4)

11. Scholarship Chair's Report (Ray Lett)

Funds were requested and received from the CMA to support the coming year's scholarships. Details of scholarships given last year are posted at our www.bcassayer.com website. Proposed 3 x \$1,000 plus 1 x \$500 scholarship for the coming year. This is reflected in the current year's budget plan. There were 19 applicants for the previous year.

Updating the photo promoting the scholarship is encouraged.

The proposed closing date for this year's scholarship application s is 31-July-2015.

Remuneration for the Chair of the Scholarship committee was discussed.

The question of a job description for the chair was discussed and is posted to our website. The chair should not be connected to our Industry.

12. New Business

From Scott Daniels:

"ISO Accreditation of Test Methods versus Certification of Assayers." A reason for discussing this is the dwindling number of BC Certified Assayers and the challenge that labs are going to have fulfilling the requirements of the ACT (link below) in coming years, or even at present, if we do not have greater success than we are currently having: 34 BC Certified Assayers in the last 15 years. Is this a sustainable number for our industry and is it sufficient to ensure that every mineral testing lab in BC will have a

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sufficient number of BC Certified Assayers? What is our collective experience when we are advertising for BC Certified Assayers: how many are applying and accepting job offers?

<p>Offence</p> <p>19 (1) Unless a person holds a certificate granted under this Act, the person must not do any of the following:</p> <ul style="list-style-type: none">(a) by advertisement or otherwise, offer the person's services as a certified assayer;(b) ask or receive payment for performing an assay, not performed under the supervision of a certified assayer;(c) give a written statement of the result of an assay performed by the person. <p>(2) A person who contravenes this section commits an offence.</p> <p>(3) This section does not apply to a person</p> <ul style="list-style-type: none">(a) who holds a certificate of efficiency granted under an earlier enactment on assayers, or(b) who practised as an assayer immediately before September 1, 1979, so long as the person was granted a certificate within one year after that date.

John noted that a number of customers are demanding ISO17025 accreditation. ISO17025 is not looking at the depth of knowledge maintained by the Assayer. Significant discussion ensued in support the notion that BC Certified Assayers maintain a higher standard of quality in mineral testing in BC compared to jurisdictions where Assayer Certification does not exist. In "other jurisdictions," in foreign countries, it is believed that ISO17025 accreditation is not as meaningful in Canada where a higher standard of Assayer is maintained.

From John Gravel and Lawrence Ng

Mandatory Corporate-Member Dues – Explore the possibility of petitioning the government to update the ACT so that the failure to pay corporate-member dues to the Foundation would be a violation of the ACT.

During the March-2015 budget conference call, it was noted that we have no way in which we can demand that member dues be paid.

A business license cannot be obtained for mineral testing in Arizona without having a State of Arizona Certified Assayer.

This group discussed how there would be an advantage in the ACT being updated in a manner that required laboratories be "members-in-good-standing" with the Foundation.

The lack of current participation by the Government in supporting standards being driven by the Foundation was discussed.

A levy on mineral tests (e.g. \$0.01/test), essentially a tax was discussed where monies would be remitted by testing laboratories/companies to the Government that would re-direct funds back to the Foundation.

Action item: John & Lawrence will draft a letter to the government assuring government support for Assayer Certification & proposed changes to the ACT.

E.g. "We value the contribution of BC Certified Assayers and we support the strengthening of the ACT in a manner to support Assayer Certification."

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Motion to Adjourn by John, seconded by Lawrence.

Meeting adjourned: 2.25 pm

Next Meeting

Friday 23-October-2015