

Mines Branch

Private Aggregate Quarry How to Submit an Application

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The Private Aggregate Quarry Program

In 1992, the Mines and Minerals Act was given Royal Assent and certain provisions made the Province responsible for the rehabilitation of all aggregate quarries in the province. In order to rehabilitate these quarries a rehabilitation levy was put on every tonne of material produced from all Crown or privately owned aggregate quarries. The money collected goes into a special fund, administered by the Mines Branch and is used to rehabilitate aggregate quarries where the minable quarry material has been exhausted. The following sections discuss the steps needed to provide clients with the required registration certificate and the subsequent remittance of the rehabilitation levy.

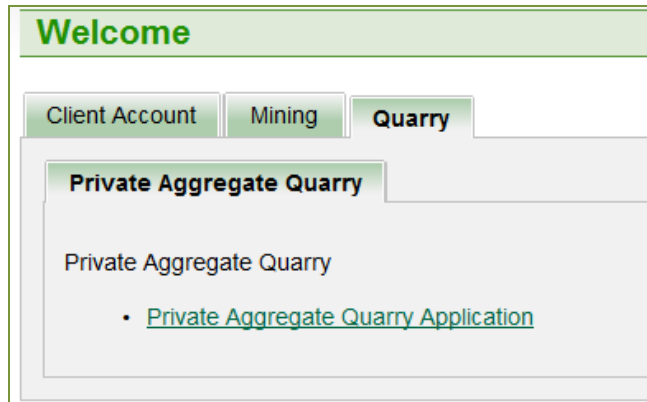
How to Submit a Private Aggregate Application Online

Step 1: Click [Launch iMaQs](#) to log in.

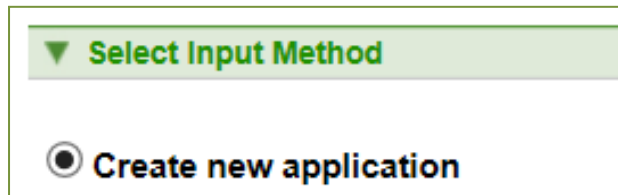
The screenshot shows the iMaQs website interface. At the top left is the 'iMaQs' logo, and at the top right is the 'Manitoba' logo with a bison icon. Below the logos is a navigation bar with 'Integrated Mining and Quarrying System' and a 'Printer Friendly' icon. The main content area is divided into several sections:

- Left Sidebar:** Contains a list of links: 'iMaQs Home Page', 'Mines Branch (Regulatory)', 'GIS Map Gallery', 'Mining Search', 'Quarry Search', 'Assessment Search', 'Mining Map', and 'Quarry Map'. At the bottom of this sidebar is a note: 'To view PDF files, you must have a copy of the Adobe Acrobat Reader which is available as a free download.' with a 'Get Adobe Reader' button.
- Center:** Features a large 'iMaQs' logo and the text 'Integrated Mining and Quarrying System'. Below this is a welcome message: 'Welcome to iMaQs, Manitoba's integrated Mining and Quarrying system. iMaQs is an internet-based system for certified Mines Branch clients to submit applications and manage their mining and quarrying dispositions online, anywhere, anytime.' and a prompt: 'Begin your session by selecting an activity from the list below'. At the bottom of the center are three buttons: 'Launch iMaQs', 'Mining Maps iMaQs', and 'Quarry Maps iMaQs'.
- Right Sidebar:** Contains 'Mines Branch Contact' with the text 'E-mail or call us at 1-800-223-5215', 'iMaQs Help Tips', 'Latest News', and 'About This Service'.

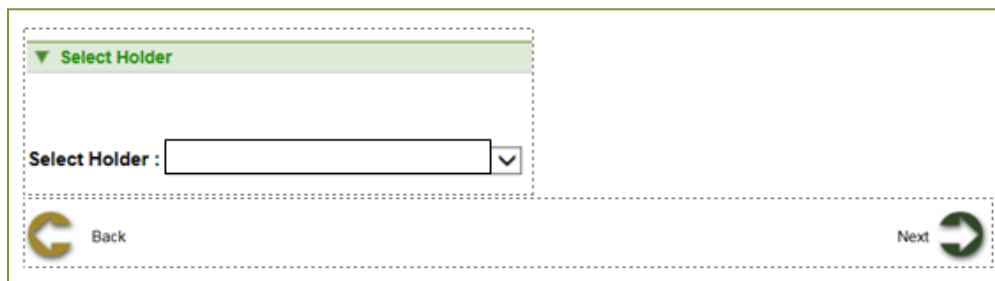
Step 2: To enter an application, go to **Quarry > Private Aggregate Quarry > Private Aggregate Quarry Application**



Step 3: Click Create New Application. Click **Next**.



Step 4: Select Holder from the drop-down. Click **Next**.



Step 5: Enter the Legal Description. Note: If the pit is in unsurveyed territory, enter the coordinates in the **Further Description/Comment** box. Click **Next**.

If you have more than one Legal Description, click the [+] plus symbol to **Add** a new line

Step 6: Fill out the Data Input Form. Complete all mandatory fields indicated by a **red asterisk ***

- Mandatory field: Select the **Rural Municipality** from the drop-down.
- Mandatory field: Select the **Quarry Material** by dragging the scroll bar up or down. If there is more than one Quarry Mineral, press and hold the **Ctrl** key and click on remainder of the quarry mineral(s).

Permit Year – select the current year if the application is for this year. If the application is for next year, it should be submitted on or after November 1st.

Click the drop-down icon to search for Rural Municipality.

Notice that after you selected the Permit Year, iMaQs will auto-populate the Expiration Date.



Government Contracts - This is for internal use only. Do not enter any information.

If you have a government contract, **complete the application process but leave this area blank**. iMaQs will assign a pending private quarry number when the application is complete and has been submitted. Email the Mines Branch office at Mines_Br@gov.mb.ca with your pending private quarry number and government contract information.

▼ **Government Contracts**

If Under government contract, state authority and contract numbers:

Contract Number/Agency: ▼

Step 7: Fill out the Pit Owner information. Complete all **mandatory** fields indicated by a **red asterisk ***

▼ **Pit Owner Info**

* Name	<input type="text"/>
* Land Titles office	<input type="text" value="Select Land Title Office"/> ▼
* Land Title Number(s)	<input type="text"/>
	<small>[Note] If multiple Land Title Numbers, separate them with commas. Example: xxx,yyy,zzz</small>
* Address Line 1	<input type="text"/>
Address Line 2	<input type="text"/>
* Town/City	<input type="text"/>
* Province	<input type="text"/>
* Postal Code	<input type="text"/> Example : R7A 1N5
* Telephone No.	<input type="text"/> Example : 2503802429
Pit/Landowner Email Address	<input type="text"/> Example : info@manitoba.ca

Step 8: Attach your **Status of Title Certificate** dated within the last 30 days. This is a **mandatory** information.

▼ **Attach Documents**

* You must attach a 'Status of Title Certificate' dated within the last 30 days.(insert "Maximum 10MB" size here)

Attached Files:

Step 9: “Is this application for an unauthorized return?” Select **No** if you have not removed any material. Select **Yes** if you already removed material prior being granted a permit. Selecting Yes will require you to submit a quarry return after completing the application.

▼ Unauthorized Removal

Is this application for an unauthorized return? Yes No

Step 10: Review all information. If you need to make changes, click the **Back** button otherwise click **Next** to proceed with payment.

▼ Private Pit/Quarry Information

Permit Year	2020
Expiration Date	2020-12-31
Town/City	
Rural Municipality	ROBLIN (RM)
Quarry Mineral(s)	GRAVEL

▼ Government Contracts

Is Under government contract? No

▼ Pit Owner Info

Name	Test Pit Owner
Land Titles office	WNNIPEG
Land Title Number(s)	12345,9876,88895
Address Line 1	1395 Ellice
Address Line 2	
Town/City	Winnipeg
Province	MB
Postal Code	R3G 3P2
Telephone No.	999-999-9999
Pit/Landowner Email Address	

▼ Attach Documents

[\\me.mb.gov.ca/Users\User9\ccustodio\My Pictures\Status of Title Certificate Sample.jpg](#) Remove

▼ Unauthorized Removal

Is this application for an unauthorized return? No

Payment Note: Application Fees are non-refundable

Back
Next

Step 11: The Shopping Cart will show the total amount to be paid. Click Next.



Shopping Cart				
Event Description	Cost (excluding application fee)	Application Fee	Detail	Remove Item
Private Aggregate Quarry Application	\$0.00	\$15.00	No event details	Remove Event
Total Amount : \$15.00				

Step 12: This takes you to the **Financial Management** page. Select **Online Payment**. Click **Next**.

Step 13: Enter your credit card information. Click **Process Transaction**.

Mandatory fields marked by *

Payment Details

Transaction Amount: \$ 15.00 (CAD)  


Order ID: 110096708

Please complete the following details exactly as they appear on your card.
Do not put spaces or hyphens in the card number.

Cardholder Name*:

Card Number*:

Expiry Date (MMYY)*:

Card Security Code*: 

Click 'Process Transaction' to charge your card. Only click the button once. Using the 'Back', 'Refresh' or 'Cancel' button after you press the 'Process Transaction' button will not stop the transaction from being processed and may result in a double charge.

Process Transaction

Cancel Transaction

Step 14: iMaQs will display a page if the credit transaction has been approved. You have the option to print this page for your records. Note that "Mines Branch" will appear on your credit card statement. Click **Next**.

Financial Management

▼ Online Payment Approved

TRANSACTION APPROVED - THANK YOU

The following information details the approval of your credit card transaction. Please print a copy of this page for your records. The information on this receipt will be required if you contact our Help Desk regarding your payment.

Service Provided :	Mines Branch	Invoice Number :	110096709
Host Date/Time :	2020/Oct/19 14:17:52	Transaction Type :	purchase
Cardholder :	Sample Person	Amount :	\$15.00
Card Type :	V	Response Order ID :	110096709
Response Code :	027	Reference Number :	660114080012443520
Response Message :		Authorization code :	891409
		ISO Response Code :	01

Note 2 : "Mines Branch" will appear on your credit card statement

Next 

Step 15: Click **View Event Confirmation** to display the details of your application and your pending Private Aggregate Application number. You will also receive a copy of this information in the email the you provided t us.

Confirmation Page Index		
Event ID	Event Description	View Confirmation
384632	Private Aggregate Quarry Application	View Event Confirmation

Step 16: Note your Private Aggregate Number with a pending status. **Once approved, your registration document will be emailed to you. No mining can begin until the 'Private Aggregate Registration' document has been approved and signed by the Director.**

The Private Aggregate Registration Application was submitted successfully.

▼ Event Information

Event Number: 499096
 Private Quarry Number PQ-2020-7384 (Status - Pending)
 Permit Year 2020
 Expiration Date 2020-12-31

This is your Private Aggregate Quarry Number. Note that the status of this application is still **Pending**.

 No mining can begin until the Private Aggregate Registration document has been approved and signed by the Director.

▼ Legal Description

Legal Description Lines:
 Line 1: SEC 03 TWP 013 RGE 015 E1

 Further Description / Comment:
 Test

▼ Holder Information

Client Number 259311
 Client Name Chemtrade Electrochem Inc.

▼ Private Pit/Quarry Information

Town/City
 Rural Municipality ROBLIN (RM)
 Quarry Mineral(s) GRAVEL

▼ Government Contracts

Is Under government contract? No

▼ Pit Owner Info

Name Test Pit Owner
 Land Titles office WINNIPEG
 Land Title Number(s) 12345,9876,88895
 Address Line 1 1395 Ellice
 Address Line 2
 Town/City Winnipeg
 Province MB
 Postal Code R3G 3P2
 Telephone No. 999-999-9999
 Pit/Landowner Email Address

▼ Attached Documents

\\me.mbgov.ca\Users\User9\ocustodio\My Pictures>Status of Title Certificate Sample.jpg

▼ Unauthorized Removal

Is this application for an unauthorized return? No

▼ Payment Information

Total Paid: \$15.00

Once approved, your registration document will be emailed to you. No mining can begin until the 'Private Aggregate Registration' document has been approved and signed by the Director.

