

**Mines Branch**

# Private Aggregate Quarry Submitting a Return

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# Private Aggregate Quarry Return Procedure

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

The screenshot shows the iMaQs home page. At the top left is the iMaQs logo, and at the top right is the Manitoba logo with a bison. Below the logo is a navigation bar with 'Integrated Mining and Quarrying System' and a 'Printer Friendly' icon. The main content area is divided into three columns. The left column is a green sidebar with a menu: 'iMaQs Home Page', 'Mines Branch (Regulatory)', 'GIS Map Gallery', 'Mining Search', 'Quarry Search', 'Assessment Search', 'Mining Map', and 'Quarry Map'. The middle column has a large banner with the iMaQs logo and the text 'Integrated Mining and Quarrying System'. Below the banner 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.' Below this is a prompt: 'Begin your session by selecting an activity from the list below'. At the bottom of the middle column are three buttons: 'Launch iMaQs', 'Mining Maps iMaQs', and 'Quarry Maps iMaQs'. The right column is a green sidebar with 'Mines Branch Contact' (E-mail or call us at 1-800-223-5215), 'iMaQs Help Tips', 'Latest News', and 'About This Service'. At the bottom left, there is a note: 'To view PDF files, you must have a copy of the Adobe Acrobat Reader which is available as a free download.' and a 'Get Adobe Reader' icon.

**Step 2:** To enter a quarry return, go to **Quarry > Private Aggregate Quarry > Private Aggregate Quarry Return**

The screenshot shows the iMaQs system after logging in. At the top left is the iMaQs logo, and at the top right is the Manitoba logo with a bison. Below the logo is a navigation bar with 'Integrated Mining and Quarrying System' and a 'Printer Friendly' icon. The main content area is divided into three columns. The left column is a green sidebar with a menu: 'iMaQs Home Page', 'MAIN MENU' (expanded to show 'Client Account', 'Mining', 'Quarry'), and 'QUICK LINKS' (expanded to show 'Prospecting Licence', 'Edit Client Information', 'Mining Search', 'Quarry Search', 'Assessment Search', 'Mining Map', 'Quarry Map'). The middle column shows the user is logged in as 'quarry01' and the current time is '16 Dec 2016, 8:57:47 AM'. Below this is a 'Welcome' message and a navigation bar with 'Client Account', 'Mining', and 'Quarry'. Under 'Quarry', there are sub-menus: 'Management', 'Quarry & Surface Lease', 'Casual Quarry Permit', and 'Private Aggregate Quarry'. The 'Private Aggregate Quarry' sub-menu is selected, showing a list of links: 'Private Aggregate Quarry Application' and 'Private Aggregate Quarry Return', with the latter circled in green. The right column contains 'Home | Logout' and a shopping cart icon.

**Step 3:** Select Holder. Click **Next**.

Select Holder :

Back Next

**Step 4:** Click on the Disposition Number to file the return.


Private Aggregate Quarry Return

- Select Holder
- Select Disposition**
- Data Input Form
- Review Form Data
- Confirmation Page

Disposition Number

Select Disposition Number to file return. For disposition not in the list, please contact Mines Branch.

Disposition Number	Status	Issue Date	Expiry Date
<a href="#">PQ-2016-3975</a>	Issued	2016-04-05	2016-12-31
<a href="#">PQ-2016-3618</a>	Issued	2016-02-17	2016-12-31
<a href="#">PQ-2016-3617</a>	Issued	2016-03-10	2016-12-31
<a href="#">PQ-2016-3507</a>	Issued	2016-01-22	2016-12-31
<a href="#">PQ-1998-9915</a>	Unauthorized	n/a	n/a

 If a disposition is not in the list, please contact the Mines Branch by sending an email to [Mines\\_Br@gov.mb.ca](mailto:Mines_Br@gov.mb.ca)

**Step 5:** This is the Return Details page. Complete the Data Input Form.

**Private Aggregate Quarry Return**

- Select input method
- Designate registration
- Data Input Form**
- Review Form Data
- Confirmation Page

**Return details**

Please complete the form. All fields with \* are required.

\* Removal Dates [YYYY-MM-DD]: From: [ ] To: [ ]

Material(s): GRAVEL Rehab Levy Rate: \$0.12

\* Quarry Return Details:

- Did not operate
- Processed Material on site only(no aggregate materials were removed from property)
- Removed Aggregate Material

*Filing this Quarry Return prior to the Expiry Date concludes the Private Aggregate Quarry Permit.*

Back Next

**Step 6:** Enter the Return Details.

- Mandatory fields: Enter Start and End Removal Dates in YYYY-MM-DD format.
- Mandatory field: Select one from:
  - ✓ Did not operate
  - ✓ Processed material on site only (no aggregate material removed from property)
  - ✓ Removed Aggregate Material

If **“Removed Aggregate Material”** is selected, enter the Amount Removed and the Unit of Measure.

Removed Aggregate Material

Amount Removed: [ ] Select Materials Unit ---> [ ]

**Step 7:** Click **Next** to proceed to Review Page.

**Step 8:** Review all information. If you need to make changes, click the **Back** button otherwise click **Submit** to proceed with payment.

**Step 9:** The Shopping Cart will show the total amount to be paid. Click Next.

Event Description	Cost (excluding application fee)	Application Fee	Detail	Remove Item
Private Aggregate Quarry Return	\$60.00	\$0.00	Affected quarry dispositions: PQ-2016-3975	Remove Event

Total Amount : \$60.00

**Step 10:** This takes you to the **Financial Management** page. Select your **Method of Payment**, e.g. click Online Payment. Click **Next**.

**Step 11:** Once payment is approved, print a copy of the approval page for your records. The name “Mines Branch” will appear on your credit card statement. Click **Next** to proceed to the Confirmation Page.

**Step 12:** Click on **View Event Confirmation** if you want to see the transaction details. You will receive a system-generated email confirming the transaction.

Confirmation Page Index		
Event ID	Event Description	View Confirmation
384631	Private Aggregate Quarry Return	View Event Confirmation

**▼ Event Information**

Event Number: 384631

**Quarry Return was successfully submitted.**

**▼ Selected Registration Info**

Return Number: 19975  
 Private Quarry Number: PQ-2016-3975  
**Status:** Concluded  
 Issue Date: 2016-04-05  
 Expiry Date: 2016-12-31

**▼ Legal Description**

Legal Description Lines:  
 Line 1: NW1/4 SEC 12 TWP 014 RGE 003 W1


**▼ Return details**

**Removal Dates:**  
 From: 2016-04-05 To: 2016-10-01  
 Material(s): GRAVEL Rehab Levy Rate: \$0.12  
 Details: Removed aggregate material  
 Amount Removed: 500 Unit of Measure: TONNE

*Filing this Quarry Return prior to the Expiry Date concludes the Private Aggregate Quarry Permit.*

**▼ Quarry Return Payment**

Rehab Levy: \$60.00  
 Total Amount Paid: \$60.00

 [Private Aggregate Quarry Main Page](#)

Note the status of the Private Aggregate Quarry has changed to **Concluded**.

## Mines Branch Contact Information



Please email Mines Branch at [mines\\_br@gov.mb.ca](mailto:mines_br@gov.mb.ca) if a mistake was made on the Quarry Return.