
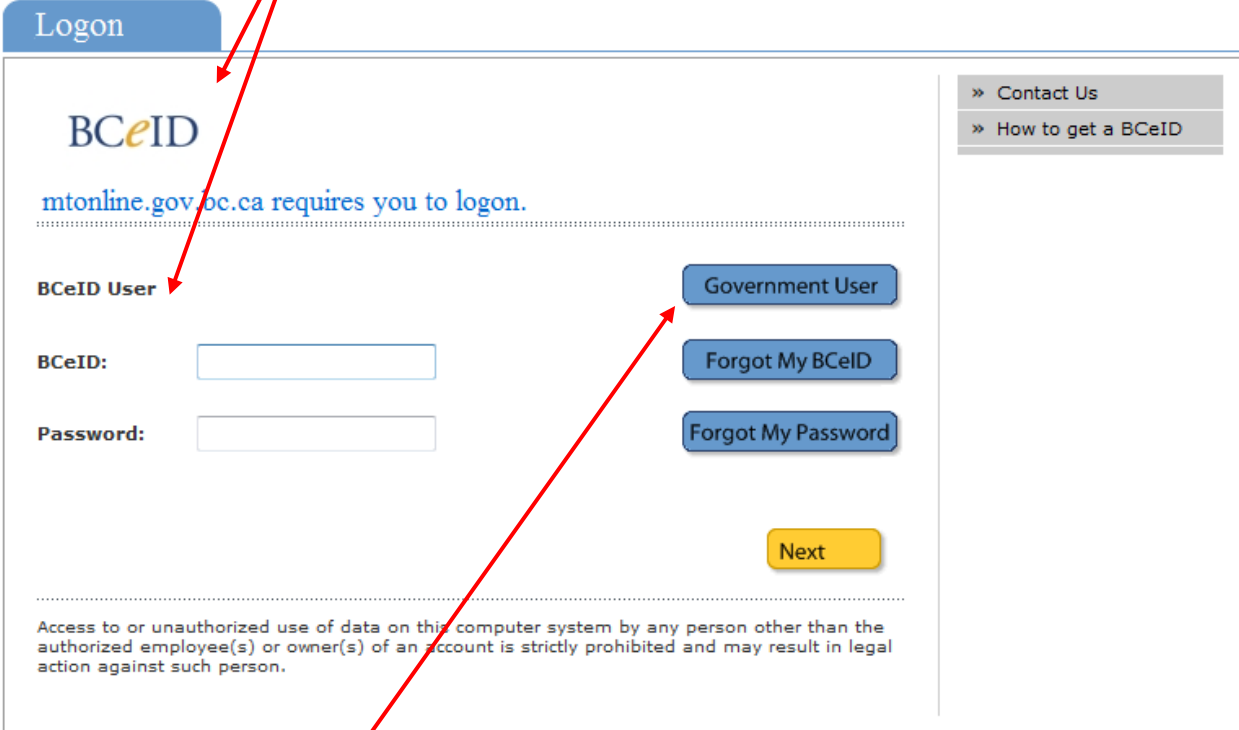


Mineral Titles Online version 1.7.1

(May 2009)

New Logon Page (This feature will be implemented in the Summer 2009)

After clicking on the  button from the MTO homepage the user will be directed to a new logon page. If you are a BCeID client, please ensure this screen is titled "BCeID User".



Logon

BCeID

mtonline.gov.bc.ca requires you to logon.

BCeID User

BCeID:

Password:

Government User

Forgot My BCeID

Forgot My Password

Next

» Contact Us

» How to get a BCeID

Access to or unauthorized use of data on this computer system by any person other than the authorized employee(s) or owner(s) of an account is strictly prohibited and may result in legal action against such person.

If you are a Government user with an IDIR account that has access to MTO, please click on the blue "Government User" button to enter your IDIR username and password. Your screen will look like the following:

Mineral Titles Online version 1.7.1

(May 2009)

Logon

mtonline.gov.bc.ca requires you to logon.

Internal Government User (IDIR)

Username:

Password:

Access to or unauthorized use of data on this computer system by any person other than the authorized employee(s) or owner(s) of an account is strictly prohibited and may result in legal action against such person.

[» Contact Us](#)

Mapping Improvements

Updated Spatial Data Download

There has been an update to the spatial data download information via GeoBC. Mineral Titles Branch has now included many useful titles attributes such as tenure type, issue date, good to date and claim name, in our data download. Please view our website for more detailed information:

<http://www.empr.gov.bc.ca/Titles/MineralTitles/GISInformation/Pages/DownloadingData.aspx> and <http://www.empr.gov.bc.ca/Titles/MineralTitles/GISInformation/Pages/Datasets.aspx> for data descriptions.

Mineral Titles Online version 1.7.1

(May 2009)

Map Notes boxes

These text boxes are now available on all print layout templates.

Create a PDF Map

Template: 8.5x14 Portrait

Scale: Current extent

Map Title

Map Notes

OK

Template:

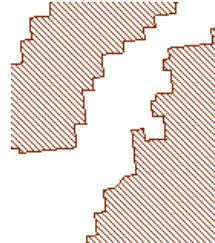
- 8.5x11 Landscape
- 8.5x11 Landscape**
- 8.5x11 Landscape - 2 Col. Legend
- 8.5x11 Portrait
- 8.5x11 Portrait - 2 Col. Legend
- 8.5x14 Landscape
- 8.5x14 Landscape - 2 Col. Legend
- 8.5x14 Portrait
- 11x17 Landscape
- 11x17 Portrait
- 17x22 Landscape
- 17x22 Portrait

Addition of new Layers for display

Agricultural Land Reserves



Wildlife Management Areas



Ungulate Winter Ranges



Wildlife Habitat Areas



Mineral Titles Online version 1.7.1 (May 2009)

Updated Layer grouping and ordering -Mineral and Placer

Previous Version

New Version

Map Layers

- Placer Titles (MTO)
 - MTO Grid
 - Tenure (current)
 - Tenure (history)
 - Reserves
 - Mining Division
- Placer Tenure History by Year
 - Tenure (history) - 2008
 - Tenure (history) - 2007
 - Tenure (history) - 2006
 - Tenure (history) - 2005
 - Tenure (history) - 2004
- Other Mining Layers
 - Mining Lease
 - MINFILE Status
 - Industrial Mineral Potential by Range
 - Metallic Mineral Potential by Range
- Tantalis Layers
 - Survey Parcels
 - Legal Descriptions
 - Survey Parcel Right of Ways
 - Legal Descriptions
 - Crown Land Leases
 - Tantalis Surface Ownership
 - Surveyed Transport
 - Regional Districts
 - Land Districts
 - First Nations Treaty Lands
 - Municipal Boundaries
- ICIS Layers
 - Integrated Cadastral Fabric
- Base - Auto-scaling
 - Provincial Boundary
 - Water
 - Landmarks
 - Transportation
 - Landforms
 - Landcover
 - Contours
 - Annotation
 - Grids
- Water Management
 - Major Watersheds
 - Community Watersheds
- Forest Tenure
 - Forest District and Region
 - Tree Farm Licence (TFL)
- Administrative Boundaries
 - Parks
 - National Parks
 - Indian Reserves
 - Provincial Electoral Districts of BC
 - Mountain Pine Beetle Salvage Areas
- Major Cities
 - Major Cities
- Imagery
 - BC Hillshaded Topography
 - TRIM Orthomosaic

Refresh Map

Automatically Refresh Map

Map Layers

- Placer Titles (MTO)
 - MTO Grid
 - Tenure (current)
 - Tenure (history)
 - Reserves
 - Mining Division
- Placer Tenure History by Year
 - Tenure (history) - 2008
 - Tenure (history) - 2007
 - Tenure (history) - 2006
 - Tenure (history) - 2005
 - Tenure (history) - 2004
- Other Mining Layers
 - Mining Lease
 - MINFILE Status
 - Industrial Mineral Potential by Range
 - Metallic Mineral Potential by Range
- Crown Land Layers (Tantalis)
 - Survey Parcels
 - Legal Descriptions
 - Survey Parcel Right of Ways
 - Legal Descriptions
 - Crown Land Leases
 - Tantalis Surface Ownership
 - Surveyed Transport
- Administrative Boundaries
 - Parks
 - National Parks
 - Conservancy Areas
 - Regional Districts
 - Agricultural Land Reserves
 - Tree Farm Licence (TFL)
 - Forest District and Region
 - Mountain Pine Beetle Salvage Areas
 - Land Districts
 - Municipal Boundaries
 - Provincial Electoral Districts of BC
 - Community Watersheds
 - Major Watersheds
- Major Cities
 - Major Cities
- First Nations Layers
 - Indian Reserves
 - First Nations Treaty Lands
- Private Land Layers
 - Integrated Cadastral Fabric
- Other Resource Layers
 - Ungulate Winter Ranges
 - Wildlife Habitat Areas
 - Wildlife Management Areas
- Base Maps
 - Provincial Boundary
 - Water
 - Landmarks
 - Transportation
 - Landforms
 - Landcover
 - Contours
 - Annotation
 - Grids
- Imagery
 - BC Hillshaded Topography
 - TRIM Orthomosaic

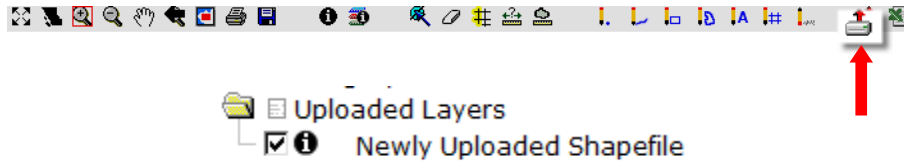
Refresh Map

Automatically Refresh Map

Mineral Titles Online version 1.7.1

(May 2009)

Upload shapefiles: identify attributes



Using the “identify” tool click on the area on the map displaying the shapefile. Identify results will appear on the right hand side.

Identify Results	
Newly Uploaded Shapefile	
PA_NAME	Creston Valley Wildlife Management Area
FEATURE_CO	FA91100100
PROTECTED_	57889
ORC_NUMBER	0576
OBJECTID	623958
SITE_NUMBE	
GEOMETRY_L	91162.9717363
GEOMETRY_A	6.90071674395E7

Mapping Layers updated sources

The underlying source dataset layers for the Provincial parks, protected areas, ecological reserves, and conservancies have been updated to the authoritative source (Tantalis).

Administration Improvements

Cell availability upon forfeiture of tenure

As per Information Update No. 30, cells previously held by a forfeited claim will now become available at 10:00:01 am (PST) on the day the forfeiture event was registered. For more information please read the document on our website:

<http://www.empr.gov.bc.ca/Titles/MineralTitles/InformationUpdates/Pages/InformationUpdateNo30.aspx>

Mineral Titles Online version 1.7.1

(May 2009)

Link to search “Reserve Sites”

For clients who are logged on to MTO, you can now search for a Mineral Reserve from within MTO. This link is available on the left hand navigation:



Printer Version Button available throughout MTO

The “Printer Version” button is now available on the “Search for Mineral / Placer /Coal Titles” search screens and the “Search for Reserve Sites” screens. You can print pages without having information cut-off or needing to rotate your page.



Tenure Overlap Report

In addition to your event transaction email confirmation, if you acquire a new claim or amalgamate one or more claims into a single claim, all owners will receive an email with an attached TENURE OVERLAP report (PDF). This PDF report is also available on your bulletin board.

Once logged on to MTO with your BCeID, access your Bulletin Board via the “ADMIN” tab. Each PDF report is for an individual tenure and can be printed or saved to your hard drive. Reports will only be available on MTO for 3 months from when the report was generated.

Open or save your report by:

- 1) clicking on a “Tenure Report for tenure #999999” link(s)
- 2) clicking on the “Download Tenure Report” link.

Mineral Titles Online version 1.7.1

(May 2009)

Mineral Titles Online

Bulletin board

1

Subject	<input type="button" value="remove all"/>
Tenure report for tenure #591517	X
Tenure report for tenure #591557	X
Tenure report for tenure #591558	X

2

Mineral Titles Online

Message

From: MTO Application
Sent Date: 2009-05-19 08:03:18.0
Message Type: Event Messages

Subject: Tenure report for tenure #591558
Text: This notification is to inform you that the report for tenure #591558, requested by you, another tenure owner or agent, has been processed. Please find below the link to the generated document.
[Download Tenure Report](#)

Click [here](#) to go back to the bulletin board page.

You can also generate a new report for existing titles. Navigate to the "REPORTS" tab in MTO. Select the "Request Tenure Overlap Report" button.



Reports

Please select one of the following options and click on the link to continue.

[Payment Receipts](#)

[FMC Client's current/latest certificate](#)

[Request Tenure Overlap Report](#)

Mineral Titles Online version 1.7.1

(May 2009)

Enter a tenure number that is held in your name or that you act as agent for, then click “NEXT”.

Mineral Titles Online

Tenure Overlap Report Request

[Review Request](#)

Recorder: BILINSKI, KAREN
E. (KEBILINS_P)
Recorded: 2009/APR/06
D/E Date: 2009/APR/06

Submitter:
Effective: 2009/APR/06

Review Request

By clicking *Next*, MTO starts to process and generate a Tenure Report for all holders of tenure 591478. This will happen over night and you will be informed by a bulletin board message and a notification email containing the generated report.

[Back](#)

[Next](#)

You may only request a report for owned tenure(s) or for those you act as an agent. All owners and agent(s) requesting the report will receive email notification. Any person or company you have added as an agent (under agent profile management) will have the ability to request a tenure overlap report on your behalf. An event code ‘TORR’ will appear in the tenure events listing for the registration of tenure overlap report request. For a complete description of each of the categories on the Report visit our [webpage](#).

Exploration and Development Work / Expiry Date Change

We’ve made many improvements to the Exploration and Development work registration procedure. One of the main improvements for this registration is tenure holders or their agents now have the option to upload technical or physical work reports. You can do this at the time of your Statement of Work (SOW) registration or within the time period before your report is due.

Select the “Mineral/Placer Claim Exploration and Development Work/Expiry Date Change” link as you normally would to register your statement of work. Or, if you have already recorded your work and wish to upload your report, select the “Mineral/Placer Claim Exploration and Development Work – Upload Report link”.

Mineral Titles Online version 1.7.1

(May 2009)

Mineral Claim

Please select one of the following options and click on the link to continue.

[Mineral Claim Registration \(acquisition\)](#)

[Mineral Claim Exploration and Development Work/Expiry Date Change](#)

[Mineral Claim Exploration and Development Work - Upload Report](#)

[Mineral Claim Payment Instead of Exploration and Development Work](#)

[Mineral Claim Conversion](#)

[Mineral Claim Abandonment](#)

[Mineral Claim Reduction](#)

[Mineral Claim Amalgamation](#)

We have added new or updated text descriptions to assist clients with recording their work. You can also record linked SOW events, those SOW events that are registered for the same work program only require one report submission. Providing these event numbers will allow for faster approval of your work credit and ensure that you are not contacted by Mineral Titles Branch for additional supporting information.

Mineral Titles Online version 1.7.1

(May 2009)


Select Tenures Input Method:

Using Online Map Selection

Input Tenure Number(s)


With Lots

Before you get started:

 If you are about to register work from the same work program for which a report has already been submitted, you will be required to enter all the previously registered Mineral Claim Exploration and Development Work/Expiry Date Change event numbers related to this work program/physical or technical report in the spaces provided in an upcoming screen.

Providing these event numbers will allow for faster approval of your work credit and ensure that you are not contacted by Mineral Titles Branch for additional supporting information.

You have options for report submissions. If your report is ready in PDF format, you may upload it with this registration. Alternatively, you may upload your PDF report to this event registration later, or submit your report to the Mineral Titles Branch office. Reports must be submitted within 90 days for Technical Assessment Reports, or 30 days for Physical Work Reports.

 **PDF (Portable Document Format) is the only acceptable format for attachments.**

Maximum size per PDF is 10 MB. Attached report submissions are viewable only by Energy, Mines and Petroleum Resources staff.

To continue, click "Next".

Back

Next

Next screen allows clients to enter their tenure numbers for this SOW registration. This has not changed.

Mineral Claim Exploration and Development Work/Expiry Date Change Input Tenures

Recorder: Submitter:
Recorded: 2009/APR/17 Effective: 2009/APR/17
D/E Date: 2009/APR/17

Input Tenures

To add more tenures: Click drop-down arrow, select the number of tenures, click the **refresh** button.

Select Number of Tenures:

Tenure Number 1:

To continue, click "Next".

Back Next

Mineral Titles Online version 1.7.1

(May 2009)

The next new feature allows the clients to enter SOW event registrations from the same work program for which a report has already been submitted.

Click the Yes or No radio buttons accordingly. If yes, you will be directed to a new screen that will allow you to enter the related event numbers.

[Link Event Numbers](#)

If you are about to register work from the same work program for which a report has already been submitted, you will be required to enter all the previously registered Mineral Claim Exploration and Development Work/Expiry Date Change event numbers related to this work program/physical or technical report in the spaces provided on the following page. ***Providing these event numbers will allow for faster approval of your work credit and ensure that you are not contacted by Mineral Titles Branch for additional supporting information.***

Is the above exploration and development event information part of an existing work program that has already had the report submitted to the Mineral Titles Branch? Yes No

To continue click "**Next**".

[Back](#)

[Next](#)

The Data Input Form has been updated also. (Screen shot below)

Mineral Titles Online version 1.7.1

(May 2009)

Data Input Form

Work Type:

- Technical Work
- Physical Work
- 100% Portable Assessment Credit (PAC) Withdrawal

Easier to read, vertical work type selection for Technical, Physical or 100% PAC withdrawal.

Physical Work Items: ?

- BCLS Survey
- Drilling
- Labour
- Machinery and equipment
- Placer sluicing, panning or rocker box
- Preparatory Surveys
- Reclamation
- Supply costs
- Transportation / travel expenses
- Trench or open-cut work
- Tunneling

Technical Work Items: ?

- Archeological impact assessment
- Drilling
- Geochemical
- Geological
- Geophysical
- PAC Withdrawal (up to 30% of technical work performed)
- Preparatory Surveys
- Prospecting

New Help buttons direct the client to MTO help pages specific to this topic.

Format specifications, allow clients to enter dates in the acceptable format. Easier to read, vertical data entry fields.

Work Start Date: (Format: YYYY/MON/DD)

Work Stop Date: (Format: YYYY/MON/DD)

Total Value of Work: \$

Mine Permit Number:

PAC Name:

Help Tip for PAC names.

NOTE FOR PORTABLE ASSESSMENT CREDIT (PAC) NAME: Please enter the name of the **Owner** or **Operator** whose PAC Account will be credited or debited. (Maximum of 40 Characters). This is subject to approval of the Technical Assessment Report.

Help Tip for Work Value being applied

Work Value is being applied to the tenures as follows. *New Good To Date for each tenure is defaulted to one year.* Clients may manually change this date (yyyy/mon/dd) for a shorter or longer period of time:

Tenure Number	Good To Date	Work Performed On	New Good To Date
591626	2010/apr/08	<input type="checkbox"/>	<input type="text" value="2011/apr/08"/>

Are the titles adjoining ?

Yes No

For non-adjoining tenures please register separate Exploration and Development work expiry date events.

To continue click "Next".

Help Tip for registering non-adjoining titles

Back

Next

Mineral Titles Online version 1.7.1

(May 2009)

Option to upload the PDF report with the SOW event registration.

Upload Exploration and Development Report

Do you wish to upload your assessment report at this time?

Yes No

To continue click "**Next**".

Back

Next

If 'yes', the client will be directed to the Upload assessment report pages.

Upload Assessment Report

You have 90 days to submit your Technical Assessment Report, 30 days to submit your Physical Assessment Report, or upload your report now.

Technical assessment reports are confidential for ONE (1) year from the date of the registration of the exploration and development work.

To upload your assessment report, click the "Browse" button and in the pop up window, select the assessment report that relates to this registration event. Click "Add an Attachment".

Uploaded Documents

Help 

If you have multiple documents you will need to repeat this step.

1.

- Only reports in PDF format are acceptable for uploading. If your report is in another format, you can submit your report on disk, by email, or in hardcopy.
- Maximum size per file for upload is 10 MB.

To continue click "**Next**".

Back

Next

Ensure you click 'Add an Attachment' after browsing for your PDF file on your computer.

Mineral Titles Online version 1.7.1

(May 2009)

Identified files for uploading will not be saved until the user clicks the 'Next' button on the following "Upload Assessment Report" screen.

During this time, clients have an option to open up the identified PDF's for viewing by clicking on the 'preview' button or deleting an incorrectly identified file. After files have been saved to the database clients will not be permitted to delete their uploaded reports. You must contact Mineral Titles Branch to replace or delete an existing report.

Upload Assessment Report

You have 90 days to submit your Technical Assessment Report, 30 days to submit your Physical Assessment Report, or upload your report now.

Technical assessment reports are confidential for ONE (1) year from the date of the registration of the exploration and development work.

To upload your assessment report, click the "Browse" button and in the pop up window, select the assessment report that relates to this registration event. Click "Add an Attachment".

Uploaded Documents

Help 

If you have multiple documents you will need to repeat this step.

1. InfoUpdate1.pdf (0.04 MB) **(new)** [preview](#) [delete](#)
2. InfoUpdate2.pdf (0.02 MB) **(new)** [preview](#) [delete](#)
3. InfoUpdate3.pdf (0.04 MB) **(new)** [preview](#) [delete](#)
4.

- Only reports in PDF format are acceptable for uploading. If your report is in another format, you can submit your report on disk, by email, or in hardcopy.
- Maximum size per file for upload is 10 MB.

To continue click "**Next**".



Mineral Titles Online version 1.7.1

(May 2009)

Confirmation

Your report is due in 90 days. The Exploration and Development Work/Expiry Date Change event number is required with your report submission. **Please attach a copy of this confirmation page to your report.** Contact Mineral Titles Branch for more information.

Event Number:

Work Type: Technical Work
Technical Items: Drilling

Work Start Date: 2009/APR/15
Work Stop Date: 2009/APR/16
Total Value of Work: \$ 1500.00
Mine Permit No: xyz

Summary of the work value:

Tenure Number	Claim Name/Property	Issue Date	Good To Date	New Good To Date	# of Days Forward	Area in Ha	Applied Work Value	Sub-mission Fee
591		2009/apr/08	2010/apr/08	2011/apr/08	365	317.95	\$ 1271.81	\$ 127.18

Financial Summary:

Total applied work value: \$ 1271.81

PAC name: hjhlhjlkhj
Debited PAC amount: \$ 0.0
Credited PAC amount: \$ 228.19

Total Submission Fees: \$ 127.18

Total Paid: \$ 127.18

Related Summary:

Uploaded Report(s): 1. InfoUpdate1.pdf
(new)

Please print this page for your records.

The event was successfully saved.

Please use **Back** button to go back to event confirmation index.

Back

Mineral Titles Online version 1.7.1

(May 2009)

Upload Report separately

Go to:

1. "Mineral/Placer Claim" tab
2. Select "Mineral/Placer claim exploration and development work – Upload Report"
3. "Next"
4. Enter all the SOW event registration number. If you have registered one or more SOW events for the same work program, enter the event numbers here.

Link Event Numbers



Please list the MTO Event Numbers for the Exploration and Development work.

To add more event number fields: Click drop-down arrow, select the number of Events, click the **refresh** button.

Select Number of Events:

Event Number 1:

To continue, click "Next".

Mineral Titles Online version 1.7.1

(May 2009)

[Upload Assessment Report](#)

Allowed by all owners and agents with "Claim Statement of Work" authorization

Report Due July 16, 2009

Advises client the Report Due Date

Existing Work Program Event Numbers

Event Number	Recording Date
4260	2009/04/17

Identifies the Statement of Work recording date

You have 90 days to submit your Technical Assessment Report, 30 days to submit your Physical Assessment Report, or upload your report now.

Technical assessment reports are confidential for ONE (1) year from the date of the registration of the exploration and development work.

To upload your assessment report, click the "Browse" button and in the pop up window, select the assessment report that relates to this registration event. Click "Add an Attachment".

Uploaded Documents

[Help](#) 

If you have multiple documents you will need to repeat this step.

1. InfoUpdate1.pdf (0.04 MB)

Lists any previously submitted work reports

[preview](#)

2.

- Only reports in PDF format are acceptable for uploading. If your report is in another format, you can submit your report on disk, by email, or in hardcopy.
- Maximum size per file for upload is 10 MB.

To continue click "**Next**".

Mineral Titles Online version 1.7.1

(May 2009)

Updated Event Detail Screen for Exploration and Development Work.

Exploration and Development Work / Expiry Date Change Event Detail

Event Number ID	4260!
Recorded Date	2009/apr/17
Work Type	Technical Work (T)
Technical Items	Drilling (TD)
Work Start Date	2009/apr/15
Work Stop Date	2009/apr/16
Total Value of Work	\$ 1500.00
Mine Permit Number	xyz

Summary of the work value:

Tenure Numbers	591
Claim Name/Property	
Issue Date	2009/apr/08
Work Performed Index	Y
Old Good To Date	2010/apr/08
New Good To Date	2011/apr/08
Numbers of Days Forward	365
Area in Ha	317.95
Applied Work Value	\$ 1271.81
Submission Fee	\$ 127.18

Event Detail search screens model the same formatting as the event confirmation screens.

Groups information into Summary of Work Value, Financial Summary and Related Summary items.

Financial Summary:

Total Applied Work Value:	\$ 1271.81
PAC name	hjhhlhjlkhj
Debited PAC amount	\$ 0.00
Credited PAC amount	\$ 228.19
Total Submission Fees	\$ 127.18
Total Paid	\$ 127.18

Related Summary:

Existing Work Program	
Event Numbers	
Uploaded Report(s)	1. InfoUpdate1.pdf 2. InfoUpdate6.pdf

Mineral Titles Online version 1.7.1

(May 2009)

Confirmation Email updated to match the Online Confirmation summary (new items bolded)

Event Number: 4260xxx

Event Type: Exploration and Development Work / Expiry Date Change

Event Detail: <https://mtonline.gov.bc.ca/mtov/sowEventDetail.do?eventID=426xxxx>

Work Type Description: Technical Work

Work Type Code: T

Technical Items: Drilling

Work Start Date: 2009/Apr/15

Work Stop Date: 2009/apr/16

Total Value of Work: \$1500.00

Mine Permit No: xyz

Summary of the work value:

Tenure Number: 591xxx

Tenure Type: M

Tenure Subtype: C

Claim Name/Property:

Issue Date: 2009/apr/08

Old Good To Date: 2010/apr/08

New Good To Date: 2011/apr/08

of Days Forward: 365

Area in Ha: 317.95

Tenure Required Work Amount: 1271.81

Tenure Submission Fee: 127.18

Financial Summary:

Total Required Work Amount: 1271.81

PAC Name: hjhjhjkhj

PAC Debit: 0.00

PAC Credit: 228.19

Total Submission Fees: 127.18

Total Paid: 127.18

Related Summary:

Uploaded Report(s):

1. InfoUpdate1.pdf

Your technical work report is due in 90 days as per Section 33 of the Mineral Tenure Act and Section 16 and Schedule A of the Mineral Tenure Act Regulation. Please attach a copy of your confirmation page to the front of your report.

If you have questions concerning the registration of exploration and development work/expiry date change or the filing of physical/technical reports, please make inquires to Mineral.Titles@gov.bc.ca or call 1-866-616-4999 (toll free).

There are no external receivers for this event.

Server Name: mtonline.gov.bc.ca(production)

Mineral Titles Online version 1.7.1

(May 2009)

Do you have any suggestions or comments for improvements to MTO?

If so, please email us at Mineral.Titles@gov.bc.ca