



Pictou has a New LRO!

It takes a great team effort and organization to move a Land Registration Office, and that's what happened in Pictou when the old office closed on Thursday, January 16, for the last time and reopened on Tuesday, January 20, at its new location.

The new Pictou County Land Registration Office and contact information is:

Pictou Land Registration Office
46 Municipal Drive, 2nd Floor
Pictou, NS B0K 1H0

Main telephone line
(902) 485-4223

Main fax line
(902) 485-7182



Tom Hahn and Darlene Dixon with Minister Hurlburt, who paid a visit to the new LRO

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E-Land Registry Update

Yarmouth LRO

The packing and inventory of all plans and property documents for the Yarmouth LRO took place March 4 through March 6. These boxes were picked up the week of March 16th. As in Antigonish, a file level inventory was performed to allow for easy retrieval of documents from our off-site storage facility; an information session was held locally in January with the title searching community.



Nancy Tyndall-Bullerwell, Chris Ash, Mike Jacklyn, and Carla Moulaison celebrate Yarmouth's recent conversion to a 100 percent E-Vault.

Pictou LRO

Folks at the Pictou LRO are settling in at their new location. The file level inventory of documents and plans was performed on January 6 and all documents and plans have been stored at our off-site storage facility. The staff celebrated with a 100 percent E-Vault cake... yummy.

Antigonish LRO

The packing and inventory of all plans and property documents for the Antigonish LRO have been completed. All boxes are now stored at our off-site storage facility. A file level inventory was performed to allow for easy retrieval of all

documents. This is crucial in order to address any online image related "Ask POL a Question" tickets in a timely manner. An information session with the title searching community was held locally in January, outlining all activities and answering questions relating to the planned move of the offices and conversion of land records and access to records.

Ask POL a Question Tickets and E-Vault Documents:

A procedure has been established with our off-site storage facility and our plan scanning vendor which guarantees a 48-hour turnaround time for any image-related tickets queued through "Ask POL a Question." The system allows certain contacts from Land Programs, Securit (storage facility), and Wade Company (plan scanning vendor) to track the process of all documents to ensure the 48-hour turnaround time is met.

Extra E-Land work currently underway in two Regional LROs

Hants LRO

Plan scanning was completed at the Hants LRO on March 5 and bound book digitization is currently under way. Plans and digitized documents for Hants will be available on Property Online over the next few months.

Kings LRO

Plan Scanning began on February 16. There are currently two plan scanners and staff working on this to, hopefully, be completed by March 30, 2009. Conversion and upload activities will be under way for these images as resources are available over the next few months.

Submitting Documents and Plans: **ROD OR LR?**



It has come to our attention that it may not be clear which system to use to record documents and plans. There have not been any recent changes to the legislation or policies — we only hope to clarify. References to documents, below, also include plans.

What system do I submit my documents to - Registry of Deeds or Land Registration?

Documents must be submitted to the system that the affected properties are registered in.

If a document affects properties registered in both systems, then a separate document must be submitted to each system. The original must be submitted with the Form 44 for recording in the Registry of Deeds and an original or certified true copy must be submitted with the appropriate land registration form for recording in the Land Registration system. Only one recording fee is charged.



The submitter must determine what system a document is required to be registered in.

What if I submit a document to the wrong system?

Documents submitted to the Land Registration system — All documents submitted for registration under the *Land Registration Act* require the affected PID numbers to be specified on the attached cover form. The system will not allow non land registration PIDs to be associated to the document. The client will be informed if a non

land registration PID is listed on a land registration form and the document will be rejected. The document cannot be registered until the non land registration PID (or PIDs) is removed from the cover form and re-submitted. If only non land registration PIDs are affected by the document, then the document needs only to be submitted to the Registry of Deeds system with a cover Form 44.

Documents submitted to the Registry of Deeds system — Documents submitted for registration under the *Registry Act* do not require or contain PID numbers on the cover form.

Therefore these submissions can result in a document being registered in the incorrect system. If the properties affected are registered under the *Land Registration Act*, the document cannot be associated to the Land Registration PID (or PIDs) or shown in the PID's parcel register. If this occurs, an original or registry certified copy of the document must be

re-submitted to the land registration system together with the appropriate form. There is no recording fee for the second registration of a document providing staff is made aware that the document was previously registered in the incorrect registration system in error. To claim the fee exemption, particulars of the original recording are required (i.e., the original document number or receipt).



Halifax County

Nearly 50 Percent Parcels Converted to Land Titles!

It was a big day on March 23, 2003, when the *Land Registration Act* was proclaimed in the very first county – Colchester. Today, 41 percent of Colchester’s parcels have been converted to Land Titles as we near the five-year anniversary.

Nearly two years later, the *Land Registration Act* was proclaimed in Halifax County on December 1, 2004, and in just over three years, 49 percent of all parcels in Halifax County have been converted to Land Titles.

In 2002 when we were making predictions on how quickly Nova Scotia would convert to Land Titles using the mandatory triggers proposed, we estimated that in 10 years’ time about 50 percent of all Nova Scotia’s parcels would be migrated to Land Titles. This was assuming no mass migration of big land masses by large land holders. Although we have been working with DNR on moving Crown Land into Land Titles, these numbers would not have a significant impact

on overall percentage of parcels migrated.

While the number of conversions per year is slowing (many transactions now occur on existing Land Titles parcels), we are still seeing a rate of 50,000 + conversions each year. We are ahead of our predictions and are pleased to say that after only four full years of all counties actively converting parcels to Land Titles, we are 35 percent converted province-wide (210,000 parcels).

Below is a snapshot of the percentage of parcels converted in each county.

County	% of Parcels Converted to Land Titles
Annapolis	34.05
Antigonish	33.46
Cape Breton	26
Colchester	42.11
Cumberland	30.47
Digby	23.8
Guysborough	16.27
Halifax	48.78
Hants	44.33
Inverness	19.82
Kings	42.97
Lunenburg	27.14
Pictou	35.66
Queens	24.61
Richmond	24.91
Shelburne	26.21
Victoria	19.09
Yarmouth	25.88
Total conversions province-wide since 2003	35%

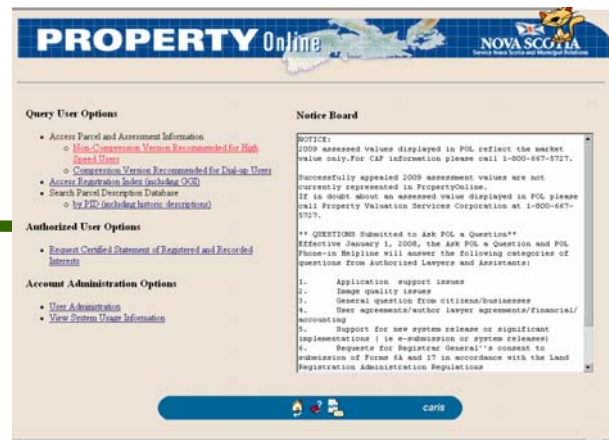




Nova Scotia Civic Address File to POL Interface

Development is under way for the live interface between the Nova Scotia Civic Address File (NSCAF) and Property Online. This will improve the accuracy and currency of all civic address information in Property Online.

Civic address updates originate at the Municipal Unit, are updated in the provincial civic address file, and will then be updated in POL through this live interface, targeted to be implemented in late spring 2009.



Fee Changes



The province has announced fee increases of three per cent for programs and services. This includes all document registration and other fees covered under the *Costs and Fees Act Regulations* and *Land Registration General Regulations* as well as the Retail Fee Schedule.

While the regulations amending the fees take effect on April 1, in order to transition the work to the new fee structure, the fee increases will be applied in this manner:

These fees will be effective April 1, 2009:

Geographic Products and Services: All products listed on the retail fee schedule at <http://www.gov.ns.ca/snsmr/land/fees/>, with the exception of those that overlap with fees defined in *Costs and Fees Act Regulations* and *Land Registration General Regulations* (registration fees, reproduction of registry document fees and search fees) are effective April 1, 2009.

Property Online Fees effective April 1, 2009: New Property Online subscribers on or after April 1, 2009, will be subject to the new Property Online fees (monthly or hourly).

The following fees will be effective April 15, 2009:

Document Registration Fees, Reproduction Fees, and Search Fees as defined under the *Costs and Fees Act Regulations* and *Land Registration General Regulations* (fee list attached)

There is a grace period to June 30, 2009 for the following if the defined criteria are met:

- Release of Mortgages executed on or before April 14, 2009
- Traditional Registry of Deeds and Land Titles subdivision plans and related documents and services filed by the Municipal Unit
Condominium Documents filed by the Condominium Registrar
There is a three month grace period for all existing Property Online clients as of March 31, 2009, as per the Property Online Subscription Agreement.

Important Additional Information Regarding April 15, 2009, Fee Changes and Grace Period

E-submitted Documents

To ensure the correct fee is applied in relation to the date that documents are submitted, please ensure that any documents on your work sheet are either submitted before 11:30 p.m. on April 14, 2009, or are deleted from your work sheet so that any new submissions from April 15, 2009, onward will have the new fees applied.

Documents E-submitted up to 11:30 p.m. on April 14, 2009, will be processed using the old fee even though they will be processed by staff on April 15, 2009.

Any documents left on the work sheet after 11:30 p.m. on April 14, 2009, will be deleted by IT support before start of business on April 15, 2009.

A separate notice will be sent prior to, and the day of, April 14 to remind E-submitters of this required process.

Paper Documents

Paper documents received by end of day April 14, 2009, will be processed using the current fees.

Instruments with Grace Period to June 30, 2009

1. Releases of mortgage

Release of mortgages executed on or before April 14, 2009, and submitted with the previous fee of \$81.08 will be accepted at this fee up to the end of business day, June 30, 2009.

Note: This does not apply to E-submitted releases of mortgage. If submitters want to claim the previous fee and they meet the above criteria to do so, they will have to submit the release in paper.

2. Traditional Registry of Deeds and Land Titles subdivision plans filed by the Municipal Unit – including documents such as consolidation deeds, street, walkway or parkland parcel deeds that all required to be processed with the plan (see “Subdivisions” note below).

3. Notice of Plan for traditional registry

4. Certified copy of plan

5. Condominium Documents filed by the Condominium Registrar (see “Condominium” note below).

Subdivisions

All of these registration fees are paid by the developer/citizen at the time of submission of the final application of subdivision to the Municipal Unit. We will accept the previous amounts for the fees stated above until end of business day, June 30, 2009. The development officer will require the new fee for new applications made on or after April 15, 2009, so we expect to have some plans submitted with new fees prior to end of day June 30, 2009.

Condominiums

All of these registration fees are paid by the developer at the time of condominium final application to the Condominium Registry. We will accept the previous amounts for the fees stated above until end of business day, June 30, 2009. The Condominium Registry will collect the new fee for new applications made on or after April 15, 2009, so we expect to have some plans submitted with new fees prior to end of day, June 30, 2009.



Bill 156 Proclamation!

Changes to the *Land Registration Act* and the *Land Registration Administration Regulations* are planned for this spring. The planned implementation date is May 4, 2009, subject to Cabinet approval of the proclamation date.

The amendments came about as a result of more than four years of operational experience in the land titles system, coupled with close consultation with the Nova Scotia Barristers' Society.

The changes to the Act and the regulations will result in some changes to the requirements and practice of authorized lawyers and others who work in the land titles system.

The changes to the Act can be found in Bill 156, which was passed by the legislature in the spring of 2008. The regulatory changes are contained in a consolidated version of the regulations which will come into effect when Bill 156 is proclaimed this spring. Not all of the regulations have been changed, but the current version is being repealed and replaced with a new consolidation combining the current version with the changes.

The Office of the Registrar General of Land Titles has prepared a detailed communiqué outlining the major changes to the Act and the regulations. The communiqué can be found on the *Property Online* website, along with a copy of the regulations and the revised forms which will come into effect with Bill 156.

