



## December 1 - LRA in Force Date for Antigonish, Cumberland and Pictou

It's official - December 1, 2003 has been approved as the implementation date of the new land registration system in three more counties. Antigonish, Cumberland and Pictou will join Colchester as counties designated under the Land Registration Act.

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(detach and fax in or complete online)	

## Bar Society's LRA Legal Education Program

On October 14, 2003 lawyers, assistants and title searchers who work in Antigonish, Cumberland and Pictou will get their first opportunity to participate in the Nova Scotia Barristers' Society Land Registration Education Program. This program has been redesigned and updated to prepare property professionals for the rollout of the new land registration system on December 1, 2003.

All changes that have been made to the land registration system since the system was turned on in Colchester County have been noted in the LRA Education Program. As well, the presentation of the program has been improved based on feedback received from the instructors and the participants in Colchester County. Module 2 of the LRA Education Program now includes a live demonstration of the computer processes handled by lawyers and staff and provides participants with improved documentary and online resources to assist them in functioning effectively in the new system.

The three in-person education modules (Modules 2, 3 and 4) will be offered in Amherst, New Glasgow and Antigonish on different dates. The modules must be taken in order, and lawyers are required to attend Modules 2, 3 and 4 before they will be certified to work in the land registration system.

It is recommended that assistants and title searchers attend Modules 2 and 3. In Colchester County, only Module 2 was open to legal staff, however, in response to feedback from participants it was determined that the assistants and title searchers would benefit from more education about the forms and the two main processes in the land registration system.

New and existing users of the land registration system will benefit from the extensive resource materials found on the land registration web page: <http://gov.ns.ca/snsmr/property/landreg/>. Check this page often for updates on training, procedures and directives.

# Property Online - the One and Only

On Sunday, September 14, web access to the old version of Property Online (NSPRD/GeoNOVA) was terminated. Access to Property Online for all subscribers is now solely through <http://www.nspropertyonline.ca> Any subscribers who have not yet obtained their new user ID and password, which provides access to Property Online, should contact the Help Desk: **Within NS:** 1-866-518-4640 (toll-free) **Outside NS:** 1-902-424-7815  
**By Fax:** 1-902-424-0639 **By e-mail:** [propertyonline@gov.ns.ca](mailto:propertyonline@gov.ns.ca)

First time users will discover that Property Online has several features not found in the old version. These are set out below:

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## The Benefits of using the new version of Property Online

1. Ability to search online in the Grantor-Grantee Index of each Registry of Deeds across the province (40 years of records in Colchester County; 20 years for all non-Land Registration counties);
2. For Colchester County right now, and for other counties as they are implemented, updates to parcel ownership data appear live on the database as they are made by staff;
3. Municipal tax account status for the Municipality of the County of Colchester and the Town of Truro is available through Property Online. This information will become available for other municipalities as soon linkages can be made to these databases;
4. The graphics (the property map, showing the land parcels) are updated nightly to reflect graphical changes made up to noon the previous day by technicians, instead of being updated every 2-3 weeks as they were under the old system;
5. The "Print Map" button on the map screen produces a more user-friendly output of your current view, rather than using the File/Print option in your web browser;
6. The new Property Online provides a view of the data specific to the new land registration system, both in the parcel information format and by query options under "Search Parcel Description Database";
7. Qualified lawyers and surveyors are able to perform transactions around the clock in the new land registration system.



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## Helpful Tips for Property Online Users

Our Property Online Help Desk has been fielding questions from users for almost six months now. Here's a sample of some of the helpful hints that knowledgeable Help Desk staff have given to users.

### 1. You don't need a bigger computer screen -

The screen presentations in Property Online have been designed for use with a display resolution of 1024 by 768 pixels. While you will still be able to view the screens at lower resolutions, it involves continual scrolling, both up and down, and side to side in order to view all of the information. The recommended display resolution is 1024 by 768 pixels.

If you are a Windows 2000 user, your display resolution can be changed by clicking on "My Computer" - "Control Panel" - "Display" - "Settings".

### 2. Topographic data can be added to your

**property map** - When clicking to activate the topo map function, remember to click the refresh map button located under the "Map Layers" section on the left-hand side of the property map screen.

### 3. A compatible computer smooths out the wrinkles

- To make sure that Property Online operates as efficiently as possible, remember to check the minimum recommended computer requirements. For example, Property Online has been certified with Netscape version 4.7x or 7.x or Internet Explorer version 5.5 or 6.0. Using other versions of these internet browsers will affect the efficiency of the application. As well, when using a Macintosh computer, some Property Online map functions do not work correctly with Internet Explorer but do function as they should when using Netscape.

The full list of Computer Requirements can be found at:

<http://gov.ns.ca/snsmr/property/registry/requirements/access.asp>

**4. When completing a Query, the general rule is less is often better** - Search by PID if you have it, or Name, or Address, but **not** all of the above. A wild card keystroke - % - can be used if you are unsure of the spelling of a last name or street name. At least two characters must be entered followed by the % character (for example McBur% will bring back all the McBurney's and McBurnie's with your search criteria). You can use the reset button located on the bottom left side of the Property Query screen. This will clear the previous search information and ensure that no information is inadvertently "remembered by the system."

**5. You can review your search results** - If you wish to review previous screens visited as part of a query you can use the ← Back button on your web browser to return to the information you have previously collected. In this way you don't have to wait for the system to complete another query.

**6. You can print your search result all on one page** - When printing property details from your property search results, it is recommended that you set your paper orientation to landscape (11 x 8 ½) rather than portrait (8 ½ x 11) so that all of the information will show correctly on one page, and not get cut off at the property address. Right click, then press "print" - "basics" - "landscape".

**7. Printing a map the easy way** - When printing a map, the "Print Map" button on the bottom left hand of the map page will open the map in a separate window and will allow you to print the map.

This view provides the map with the necessary property details, but without the "Map Actions", "Map Layers" and "Map Controls" buttons showing. Right click on the map image to print.

**7. Assessment data can be found with a few clicks of the mouse** - If you find the property by doing a parcel query but do not find any assessment information included, click on the search button on the top bar, and try an "Assessment Search". When searching for assessment values or owner information on mobile homes, you must do an "Assessment Search" rather than a "Property Search".

**8. Property Online billing is based on actual search time** - There are no differences between the way subscribers are charged in the previous and new releases of Property Online. Both systems break up access time in billing sessions. A billing session is defined as query activity that is continuous. Within each billing session you are billed from your first query begins until your last query ends. You are not charged for viewing the information after a billing session ends, or for having the system open but not using it. There is no button to log out or to shut off the system. By closing your internet browser you will log off the system. Please note that clicking on the submit button while waiting for a response will result in additional search charges.

**9. Help is just a click away** - Our website contains many valuable resources, including Property Online tutorials, which will guide you through specific functions within Property Online. Those users who are not familiar with the new version of *Property Online* should check out Module 1 and Module 2 of the Land Registration - Property Online Tutorials which can be linked to through the Property Online main web page <http://www.nspropertyonline.ca>. Click on User Help and Tutorials on the front page for quick links to all the user guides.

Search	Provincial Map	Bulletin Board	Help
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Within the Property Online System, when accessing Parcel and Assessment Information, subscribers can find useful information under the Help tab, located on the blue bar at the top of the Query Screen. The Help File and Glossary of Terms both contain useful information on the functionality of Property Online and the terminology used within the system.

# Technology Solutions Component Update

The last few months have been a transition period for the Registry 2000 technical team during which the monitoring of the first release of Nova Scotia's land registration application (CARIS LIN-NS) in Colchester has been wrapping up while at the same time the team has begun preparing for the implementation of an improved system in Colchester and the next sites.

Since the new CARIS LIN-NS application was implemented in Colchester earlier this year, the technology team has continued to work with staff to make improvements to the system. The decision to implement first in Colchester allowed time for monitoring the system to work out problem areas and make improvements prior to rolling out the system provincially. The technology team has spent the past few months working with the solution vendor, CARIS Universal Systems Limited of Fredericton, to design and develop these improvements. Enhancements include a new financial module which will streamline (and speed up) staff processes at the front counter and improvements to the land registration parcel register.

To ensure that the new system works as expected, testing and correction of defects is scheduled to run until mid-November, just before the new system is implemented.

On another front, the new release of Property Online has also received numerous improvements since it was first implemented in March 2003. Stability issues that were present shortly after the new release was turned on have been addressed, and the double login requirement has been eliminated. Additional hardware has been added to improve overall performance, and enhancements for performance improvements for dial-up users have now been implemented. These improvements allowed the retirement of the old release of the Property Online system on September 14<sup>th</sup>.

The new release of Property Online offers additional features such as access to the Grantor-Grantee Index and to municipal tax information for the Municipality of Colchester County and the Town of Truro. In the coming months it is planned that tax information from other municipalities will be added.

## New Judgment Rules Being Enforced as of September 15, 2003

When Colchester was designated the first land registration county pursuant to the LRA effective March 24, 2003, other provisions of the Act were proclaimed in force province-wide. Most notably, the judgment provisions that are contained in the LRA (Sections 5 and 65-69) became effective in **all** counties on March 24, 2003. That same day, all of the judgment provisions that were contained in the *Registry Act* were repealed. The Certificate of Judgment is a statutory document that is created by virtue of Section 67 of the LRA. The new rules for certificate preparation are not onerous, but they are specific. Certificates that do not meet the LRA's requirements must be rejected by registry staff.

We have recently completed judgment training for employees of Service Nova Scotia and Municipal Relations and the Department of Justice (Courts) regarding the new rules for the preparation of judgment certificates. As part of the training program, we prepared training materials to assist staff in the courts (working with those preparing certificates) and at the registries. These materials have now been revised based on comments received during our training sessions and have been posted on the Service Nova Scotia Land Registration web site: <http://www.gov.ns.ca/snsmr/property/registry/training/lawyers/lawyers01.asp> Lawyers are encouraged to view the judgment resource materials on this web site, as they contain useful information to assist lawyers in the preparation and recording of judgments.

Enforcement of the new judgment rules was implemented in two phases. As of July 14, 2003 Registry of Deeds and courts staff began to point out to those preparing and submitting Certificates of Judgment any deficiencies in the creditor and debtor information contained in their certificates. On September 15, 2003, staff began strictly enforcing the LRA's judgment requirements and rejecting non-compliant certificates. We urge you to view the information on the web site and ensure that your certificate of judgment preparation processes follow the LRA requirements. Enforcement of the new judgment rules will be waived for those Certificates of Judgments with a date of issuance by the Court prior to July 15, 2003.

# NSBS LRA Education Schedule

Antigonish, Cumberland and Pictou Counties

(Dates are subject to change)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>October 2003</b>			1	2	3	4
5	6	7	8	9	10	11
12	13 Thanksgiving Day	14 Lawyer Module 2, New Glasgow	15 Lawyer Module 2, Antigonish	16 Lawyer Module 2, Amherst	17	18
19	20	21 Lawyer Module 2, Antigonish	22 Lawyer Module 2, New Glasgow	23 Lawyer Module 2, Amherst	24	25
26	27 Lawyer Module 3, New Glasgow	28 Lawyer Module 3, Antigonish	29 Lawyer Module 3, Amherst	30	31 	
<b>November 2003</b>						1
2	3 Lawyer Module 3, New Glasgow	4 Lawyer Module 3, New Glasgow	5 Lawyer Module 3, Antigonish	6 Lawyer Module 4, Amherst	7	8
9	10	11 Remembrance Day	12 Lawyer Module 4, Antigonish	13 Lawyer Module 4, New Glasgow	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	<b>DECEMBER 1</b> LRA Proclamation in Antigonish, Cumberland and Pictou	<b>NOTE:</b> To register on-line, go to <a href="http://www.nsbs.ns.ca">www.nsbs.ns.ca</a> and click on LRA Education Program Info. on the right-hand side.				

# External Training Calendar

Antigonish, Cumberland and Pictou Counties

(Dates are subject to change)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>October 2003</b>			1	2	3	4
5	6	7	8	9	10	11
12	13 Thanksgiving Day	14	15	16	17 Realtor Training, Amherst	18
19	20	21	22	23 Housing Services, New Glasgow	24	25
26	27	28 Title Searcher System Training, NSCC Springhill (PM)	29 Subdivision Training, 2 sessions, Truro	30 Legal Assistant System Training, NSCC Springhill (PM)	31 	
<b>November 2003</b>						1
2	3 Lawyer System Training, NSCC Springhill (PM)	4 Lawyer System Training, New Glasgow Surveyor Training, Stellarton	5 Legal Assistant System Training, New Glasgow Realtor Training, Stellarton	6 Title Searcher System Training, New Glasgow Lawyer System Training New Glasgow (PM)	7 Legal Assistant System Training, New Glasgow	8
9	10 Title Searcher System Training, Halifax	11 Remembrance Day	12 Assessment Training, Port Hawkesbury Lawyer System Training, Port Hawkesbury (PM)	13 Title Searcher System Training, New Glasgow Lawyer System Training, Port Hawkesbury (PM)	14 Surveyor Training, Amherst	15
16	17 Legal Assistant System Training, New Glasgow	18 Lawyer System Training, New Glasgow (PM)	19 Realtor Training, Port Hawkesbury	20 Legal Assistant System Training, New Glasgow (PM)	21 Realtor Training, Antigonish	22
23	24 Surveyor Training, Halifax	25 Alpha Site Refresher, Truro (PM)	26 Legal Assistant System Training, Halifax Alpha Site Refresher, Truro (PM)	27 Legal Assistant System Training, Halifax	28	29
30	<b>DECEMBER 1</b> LRA Proclamation: Antigonish, Pictou and Cumberland	2 Lawyer System Training, Halifax	3 Lawyer System Training, Halifax	<b>NOTE:</b> Training session names followed by (PM) are evening sessions starting after 4:00 PM. All other sessions will be held during the day. To register online and get detailed course information, visit the training page at: <a href="http://www.gov.ns.ca/snsmr/property/registry/training/">www.gov.ns.ca/snsmr/property/registry/training/</a>		

# Deeds and Dialogue Reader Survey - Your feedback, please!

We have always tried to share useful information with you about changes in Nova Scotia's land registration system. Since we are moving from planning to implementing these changes province-wide, we thought this might be a good time to ask you for some feedback. Please tell us how well we are meeting your communications needs through *Deeds and Dialogue* and other information services by completing the following survey, checking one response per question. This survey is online at <http://www.gov.ns.ca/snsmr/property/registry/newsletter.asp> or can be submitted by detaching this page and faxing it to Carol Pierre at 902-424-0639.

**1. How do you receive *Deeds and Dialogue*?**

- Delivered as a paper copy    Delivered by e-mail in electronic form    Pick up at Registry Office

**2. Do you regularly read each edition?**

- Yes    Most of the time    No

**3. Do you refer to back issues?**

- Yes, I keep copies on my computer    Yes, I refer to back issues on the web site  
 Yes, I keep paper copies on file    Occasionally    Never

**4. Do you find the content relevant and useful?**

- Very useful    Somewhat useful    Not at all useful

**5. List one or two topics you would like to read more about in a future edition of *Deeds and Dialogue*.**

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**6. Should we continue to use *Deeds and Dialogue* to provide information on Registry 2000 and the new land registration system?**

- Keep publishing it regularly    Keep publishing it until provincial rollout is complete  
 Stop publishing

**7. How often do you access the Registry 2000/Land Information web site?**

- Regularly - at least once a week    Occasionally - at least once a month  
 Rarely - have visited once or twice    Never

**8. Are you a Property Online user?**

- Yes    No    I am not familiar with Property Online

**9. Which stakeholder group do you belong to:**

- lawyers    surveyors    realtors    legal assistants  
 title searchers    government employee    other \_\_\_\_\_

**10. Are there any final comments you would like to add?**

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