

A Guide to Using Property Online to Research in Nova Scotia Property Records

This document was created in October 2023 by the Heritage Trust of Nova Scotia and aims to serve as a starting point for doing research on properties in Nova Scotia using the province's Property Online database. Property Online can be used to answer many questions regarding the legal history of a given property, however, at times it might still be necessary to visit your local Land Registry Office for further information. We hope that this guide will provide you with the information you need to use the system.

If you have questions about this document please don't hesitate to reach out to .

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Table of Contents:

- What is Property Online? – Pg. 2
- Getting Access – Pg. 2
- Getting Started – Pg. 3
- Useful Definitions – Pg. 3
- Logging in – Pg. 4
- How to Find Modern Information – Pg. 6
- How to Find Historical Information – Pg. 9
- Viewing Documents on Property Online – Pg. 13

What is Property Online?

Property Online (POL) is a database that stores all of Nova Scotia Registry of Deeds records and makes them digitally accessible. These records include deeds, wills/grants of probate, records of mortgages associated with the property, and other legal documents relating to a particular property. Property Online does not provide access to records from outside of Nova Scotia.

Getting Access

- **Local Land Registry Offices:** you can visit a Land Registry Office where Property Online is offered on a half day basis; an access fee applies. A list of Registry offices can be found here: <https://novascotia.ca/access-locations/> (only includes locations listing Land Registration as part of their services)
- **Genealogical Association of Nova Scotia (GANS):** GANS offers access to Property Online at their offices in Downtown Dartmouth for a fee. <https://www.novascotiaancestors.ca/>
- **Kings County Museum:** Kings County Museum offers individual searches as well as labour intensive searches for varying fees. <https://www.kingscountymuseum.ca/shop/research/property-on-line-search/>
- **If you want a personal account, you can obtain one through the Property Online website:** <https://novascotia.ca/sns/access/land/subscribe-property-online.asp>

Getting Started:

- A current civic address OR a property identifier (PID) for the property

Tips & Tricks: PIDs

- You can easily find the PID for the property by using realty sites such as Viewpoint and searching for a civic address.
- Some PIDs are shared by multiple civic addresses and some civic addresses have multiple PIDS

Tips & Tricks: Civic Addresses

If you only know a historic address for the property there are a few ways to find the corresponding modern address:

- Within the City of Halifax (not the rest of HRM) there is a civic address conversion list available at the following link: <https://www.halifax.ca/about-halifax/municipal-archives/source-guides/civic-address-history>
- Outside Halifax
 - Community or provincial directories (typically held by local libraries and museums and archives)
 - Use Google Street View.
 - Call the relevant Municipality and ask them.

Useful Definitions:

- Grantor: the individual or organization selling, granting, or willing the land.
- Grantee: the individual or organization buying, being granted, or inheriting the land.
- Releasor:
- Mortgager: the individual or organization maintaining the mortgage agreement and lending money to the mortgagee.
- Mortgagee: the individual or organization borrowing from the mortgager.

Logging In:

This may be slightly different if accessing the system through one of the institutions above, but they will provide you with appropriate direction:

Go to <https://novascotia.ca/sns/access/land/property-online.asp>, you will see the following screen:

The screenshot shows the Nova Scotia Access Nova Scotia website. The header includes the Nova Scotia Canada logo and the text "Government of Nova Scotia | novascotia.ca". Below the header is a search bar and the "Access Nova Scotia" logo. The main content area is titled "Property Online" and includes a description of the system, a "Quick Links" section, and a button labeled "ENTER PROPERTY ONLINE".

Government of NS > Service NS > Access NS > Maps, Land & Property > Property Online

Text Size: [A](#) [A](#) [A](#)

DRIVERS & VEHICLES

MAPS, LAND & PROPERTY

- > Land Registry
- > Property Online
 - > E-Land Registry
 - > Subscribe to Property Online
 - > Land Registry Resource Material
- > Land Services & Information
- > Nova Scotia Civic Addressing
- > Maps

Property Online

Property Online (POL) is an internet browser application that provides online access to land ownership and related information collected through the province's Land Registration Offices and other sources.

The Property Online database, which is available to subscribers, contains ownership information, including property maps for the entire province.

Authorized user access to Property Online

ENTER PROPERTY ONLINE [+](#)

Quick Links

- > Enter Property Online
- > Ask POL a Question
- > Property Online Tutorial
- > E-Submission
- > Land Registry Client Manual
- > Acts & Regulations
- > Deed Transfer Tax
- > Property Valuation Services Corporation
- > Municipality Contacts

To enter Property Online's system: click 'ENTER PROPERTY ONLINE':

This screenshot is identical to the one above, but with a red rectangular box around the "ENTER PROPERTY ONLINE" button and a red arrow pointing downwards from the box to a separate box below the page.

Government of NS > Service NS > Access NS > Maps, Land & Property > Property Online

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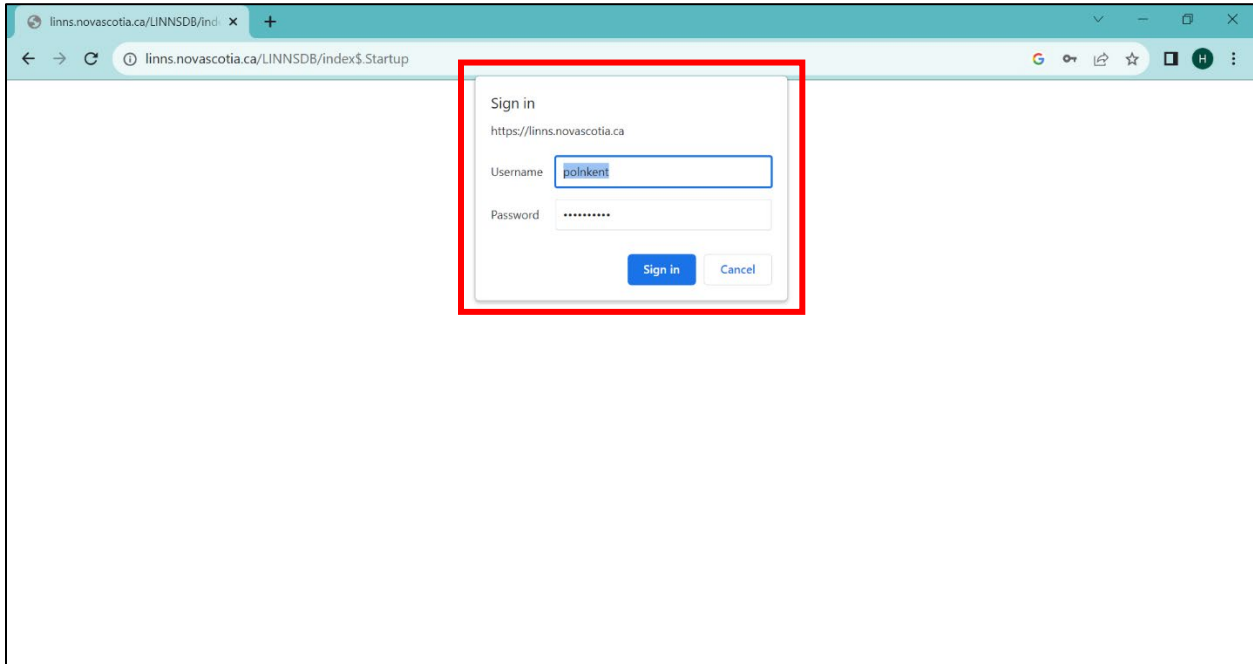
ENTER PROPERTY ONLINE [+](#)

Quick Links

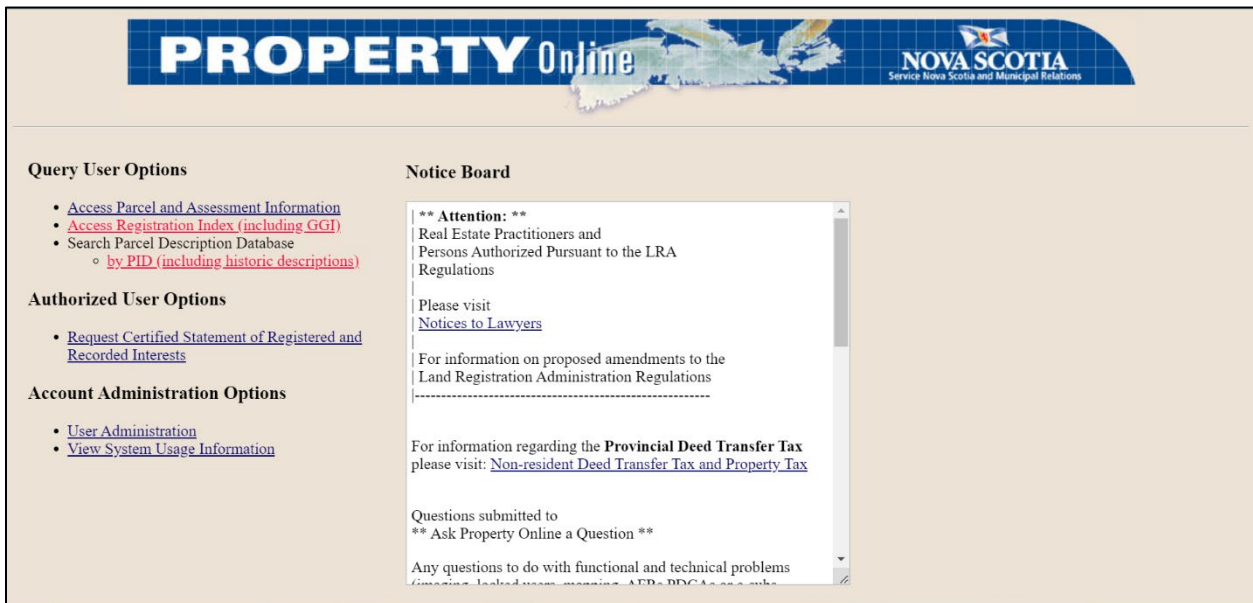
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CLICK HERE

To sign in: a box will appear at the top center of the browser, here is where you fill in your sign-in credentials and click ‘sign in’.



Once you have signed in you will be brought to the following page:



How to find modern information:

This database stores the most recent documents relating to the property. The documents in this database can date back as far as the early 1900s most listings only go back to the 1970s and 80s

Begin by clicking ‘Access Parcel and Assessment Information’:

The screenshot shows the 'PROPERTY Online' website header with the Nova Scotia logo. Below the header, there are two main sections: 'Query User Options' and 'Notice Board'. In the 'Query User Options' section, the link 'Access Parcel and Assessment Information' is highlighted with a red box. A red arrow points from this link down to a button labeled 'CLICK HERE'. The 'Notice Board' section contains several notices, including one about Real Estate Practitioners and Persons Authorized Pursuant to the LRA Regulations, and another about the Provincial Deed Transfer Tax.

CLICK HERE

You will be brought to the following page:

The screenshot shows the 'PROPERTY Online' website interface with the 'Property Query' form. The form is titled 'Property Query' and includes several sections for data entry:

- Identifiers:** Property Identifier(s) (PID): Assessment Account (AAN):
- Document:** Book, Page, Doc Prefix, Document, Doc Suffix, Year.
- Owner:** First Name, Middle Name, Last Name, Interest Type (Owners), LR Only (No).
- Civic Address:** Civic Number, Suffix, Street Name, Street Type, Town/City, Lot Code 1, Lot Value 1, Lot Code 2, Lot Value 2, Condo Corporation Number.
- Plan:** Plan Prefix, Plan Number, Plan Suffix.
- Search Options:** Results Per Page (20), County (Any County), Suppress Wildcards (No), Status (Active).

Buttons for 'Submit Query' and 'Reset Query' are located at the bottom of the form. The footer of the page reads 'Property Online version 2.0'.

From here there are two ways to pull up information on the property:

OPTION 1: insert Property Identifier (PID) and click ‘Submit Query’

The screenshot shows the 'PROPERTY Online' search interface. The 'Identifiers' section has a red box around the 'Property Identifier(s) (PID)' field, which contains the value '00097618'. A red arrow points from this field to a white box labeled 'Insert PID here'. The 'Submit Query' button is highlighted with a red box, and a red arrow points down from it to a box labeled 'CLICK HERE'.

CLICK HERE

OPTION 2: Enter the civic address and click ‘Submit Query’

The screenshot shows the 'PROPERTY Online' search interface. The 'Civic Address' section has a red box around the 'Civic Number: Suffix:', 'Street Name:', 'Street Type:', and 'Town/City:' fields. These fields contain the values '26', 'Newcastle', 'STREET', and 'Dartmouth' respectively. A red arrow points from this box to a white box labeled 'Insert civic address here'. The 'Submit Query' button is highlighted with a red box, and a red arrow points down from it to a box labeled 'CLICK HERE'.

CLICK HERE

Either of these options should bring you to a results page, from here click on ‘Details’ for more specific information:

PROPERTY Online NOVA SCOTIA caris powered

Search Provincial Map Bulletin+Board 1 Help

Property Search Results

1 Property found

PID	Owner	Property Address	Assessment Info	Options
PID: 00097618	Owner: CITY OF DARTMOUTH HALIFAX REGIONAL MUNICIPALITY	Civic Address: 26 NEWCASTLE STREET DARTMOUTH	AAN: 00766593 Value: \$1,152,800 (2023 COMMERCIAL EXEMPT)	Details

1 Property found

Ownership and all information in this report pertaining to Non-Land Registration Parcels is believed to be an accurate reflection of registered documents affecting the lot, parcel or area of land to which it relates, however, it is not intended to be relied upon by the reader as advice on the current state of any title to land. A search of the records at the appropriate Registry of Deeds office may be required to determine the current owner(s) of the lot, parcel or area of land under consideration. THIS IS NOT AN OFFICIAL RECORD.

Property Online version 2.0
This page and all contents are copyright © 1999-2003, Government of Nova Scotia, all rights reserved.
If you have comments regarding our site please direct them to: propertyonline@gov.ns.ca
Please feel free to [Submit Problems](#) you find with the Property Online web site.
Compression: Off

CLICK HERE

You will be brought to a page showing all available modern documentation related to the property, resembling the following four pictures:

Property Details

PID	00097618	Parcel Type	STANDARD PARCEL	Status	ACTIVE
Area	24000.0 SQUARE FEET	Parcel Access		Manag. Unit	MU0847
Lot		Created	Mar 09, 2017 03:26:25PM	Manner of Tenure	NOT APPLICABLE
PDCA Status	No Description	Municipal Unit	HALIFAX REGIONAL MUNICIPALITY		

Location	County	Primary Location	Source
26 NEWCASTLE STREET DARTMOUTH	HALIFAX COUNTY	Yes	Assigned by Municipality

Comments

Assessment Account	Value	Tax District	Tax Ward	Tax Sub
00766593	\$1,152,800 (2023 COMMERCIAL EXEMPT)	050	000	

[View All Related PIDs History](#) [Back to Results](#) [Map View](#)

Owner Name	Interest Holder Type	Qualifier	Province	Country
CITY OF DARTMOUTH	FEE SIMPLE	OTHERWISE KNOWN AS		
HALIFAX REGIONAL MUNICIPALITY	FEE SIMPLE			

Inst Type	Inst No	Year	Type	Book/Page	Registration System	Registration Date
Document	30922	1978	DEED	Book 3240 Page 1082	REGISTRY OF DEEDS	Dec 01, 1978

Inst Type	Inst No	Year	Type	Plan Name	Drawer Number	Registration Date
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This section lists all civic addresses included under the PID

This section will show any modern deeds, wills, and mortgages available for the selected civic address or PID.

Tips & Tricks: Parcel Description and Heritage Designation

Some properties will have a section outlining the parcel description.

This situates the property in relation to physical geographic features, roads and property lines (if not available here this should also be included in all deeds connected to the property).

There are occasionally documents indicating heritage designation on Property Online, but not always, the best way to know if a property is registered as a heritage property is to call the relevant town, municipality, or county.

HOW TO find historical information:

Before you begin you will need to know the following:

- A full or partial name of either a grantor or grantee connected to the property you are researching.
- The county that the property sits in.

Tips & Tricks: Historic Database

The historic database uses the **name** of the grantor or grantee to retrieve documents.

In most cases, the most effective way to use this system is to find the earliest deed in the modern database. Find the **Grantor's name** and starting there.

This database overlaps with the modern database and includes all available records between 1774 and the present.

PROPERTY Online NOVA SCOTIA
Service Nova Scotia and Municipal Relations

Query User Options

- [Access Registration Index \(including GGI\)](#)
- [Search Parcel Description Database](#)
 - [by PID \(including historic descriptions\)](#)

Authorized User Options

- [Request Certified Statement of Registered and Recorded Interests](#)

Account Administration Options

- [User Administration](#)
- [New System Usage Information](#)

Notice Board

**** Attention: ****
Real Estate Practitioners and Persons Authorized Pursuant to the LRA Regulations
Please visit [Notices to Lawyers](#)

For information on proposed amendments to the Land Registration Administration Regulations

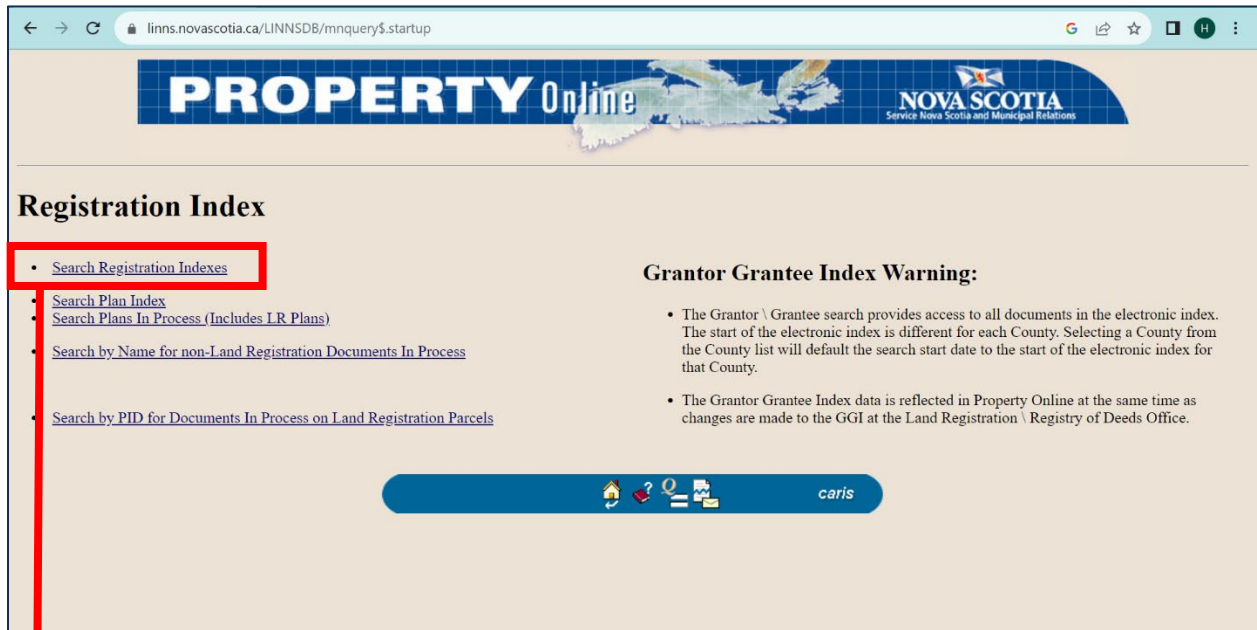
For information regarding the **Provincial Deed Transfer Tax** please visit: [Non-resident Deed Transfer Tax and Property Tax](#)

Questions submitted to
**** Ask Property Online a Question ****

Any questions to do with functional and technical problems
(Missing, locked users, missing AFB, PDCA, etc.)

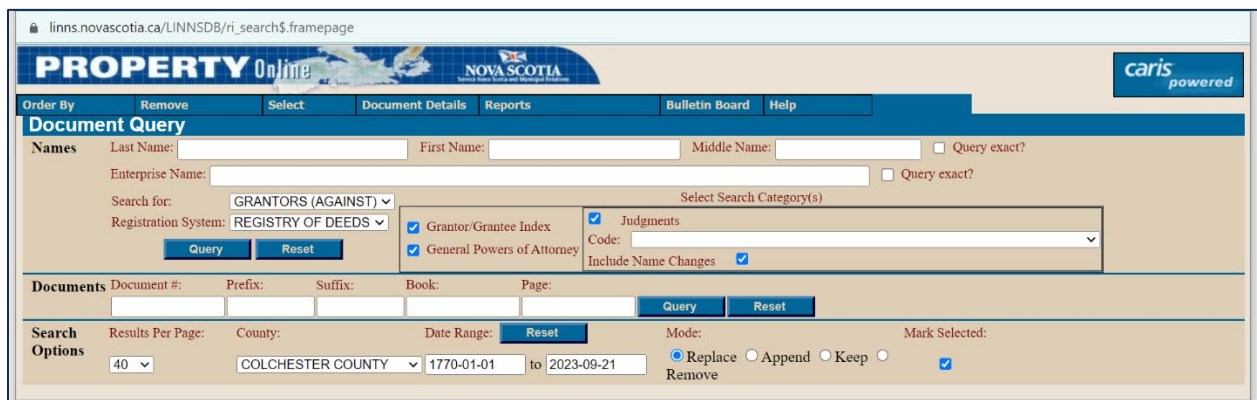
CLICK HERE

This will bring you to:



CLICK HERE

This will open a new window:



In addition to a name, the historical database also requires you to pick a county to search within:

Insert the individual or corporation's name here

Select either Grantor or Grantee

Select the **county** that the property is situated

Tips & Tricks: Narrowing Down Results

This will retrieve **all** records connected to the name searched.

Sometimes there can be too many results for a single name, which will result in an error message. In this case, you will need to narrow the date range for your search and look for listings matching the location of the property.

It is also possible to retrieve no results from your search. This can be because:

- The property changed hands and it was not officially recorded.
- The grantee or grantor changed names
- The name you searched under is incorrect.

In these cases, it can be helpful to look at the earliest available deed from the modern database in more detail.

Tips & Tricks: Deeds

Sometimes the deed will list known owners of the land in the section describing the land.

After inputting a name of an individual or organization and selecting a county click ‘Query’:

CLICK HERE

The results will be displayed in chronological order (earliest date first) as shown below:

Grantee (ATS)	Grantor (Against)	Reg Date	Book/Page	Document #	Instr Type	Location
CREIGHTON, PAUL H	WESTON, BYRON A	1911-01-01	416/629	2264	DEED	DARTMOUTH
CREIGHTON, PAUL H	CUNNINGHAM, KATHERINE H	1913-01-01	431/38	923	DEED	DARTMOUTH
CREIGHTON, PAUL H	EASTERN TRUST CO	1919-01-01	501/349	3468	RELEASE OF MORTGAGE	HALIFAX
CREIGHTON, PAUL H	NORTHUP, J J	1920-01-01	531/85	3834	RELEASE OF MORTGAGE	DARTMOUTH
CREIGHTON, PAUL H	SHAW, FULTON A	1922-01-01	542/502	3593	ASSIGNMENT (ALL OTHER)	DARTMOUTH
CREIGHTON, PAUL H	CREIGHTON, CHARLES E	1923-01-01	571/390	2656	DEED	WOODSIDE
CREIGHTON, PAUL H	BARSS, GERALDINE	1926-01-01	600/1105	1422	DEED	DARTMOUTH

Grantors

Date

Type of Document

Location

Tips & Tricks: More on the Historic Database

Form the historic database you can look at each document to find a match to the modern parcel description available for the PID.

To find earlier deeds from these, input the name of the earlier known grantor and search for entries where they were listed as grantee.

Viewing Documents on Property Online:

Interest Holder (Qualifier)	Interest Holder Type	Mailing Address	Type	Year	Doc #	Book/Page/Plan	Registration Date	NS Non-Res?
DARTMOUTH NON-PROFIT HOUSING SOCIETY	FEE SIMPLE	53 OCHTERLONEY STREET DARTMOUTH NS CA B2Y 1C3	DEED	2007	87762861 View Doc		May 07, 2007	No
Farm Loan Board - Occupants & Mailing Addresses								
Name	Interest Holder Type	Mailing Address						
No Records Found								
Benefits to the Registered Interests								
Benefit Details	Interest Holder Type	Type	Year	Doc #	Book/Page/Plan	Registration Date		
No Records Found								
Burdens on the Registered Interests								
Interest Holder (Qualifier)	Interest Holder Type	Mailing Address	Type	Year	Doc #	Book/Page/Plan	Registration Date	
HALIFAX REGIONAL MUNICIPALITY	PARTY TO AGREEMENT (BURDEN)	5251 DUKE STREET HALIFAX NS CA B3J 3A5	DESIGNATION / REGISTRATION	1982	52075 View Doc	Book 3634 Page 546	Dec 10, 1982	
HALIFAX REGIONAL MUNICIPALITY	PARTY TO AGREEMENT (BURDEN)	POST OFFICE BOX 1749 HALIFAX NS CA B3J 3A5	AGREEMENT	2007	87762929 View Doc		May 07, 2007	
Textual Qualifications on title								

CLICK 'VIEW DOC'

This will open a new window:

Select if you would like to view the document as a printable Pdf or have the document emailed to you. It will be emailed to the email account connected to the Property Online account.

PROPERTY Online

NOVA SCOTIA
Service Nova Scotia and Municipal Relations

Image Information

Global ID	File Name	File Size (KB)	Created Date	Verified Status
1037946	DH_HF_1982_52075_3634_546.pdf	29.607	2006-01-30	Verified

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Historical Document Information

Document Number: 52075

Document Suffix:

Book: 3634

Page: 546

Document Type: 415 - DESIGNATION / REGISTRATION

County: HALIFAX COUNTY

Parcel Location: DARTMOUTH

Registration System: REGISTRY OF DEEDS

Registration Datetime: 1982-12-10 00:00:00

CLICK HERE