



Information in the right hands.

Introduction to ISC & the Land Registry

RMAA/UMAA Fall Workshops October 2019

isc.ca TSX:ISV



Session Goals & Agenda

Goals:

- Highlight ISC and the Land Registry.
- Demonstrate efficient ways to search titles and interests.
- Answer questions you may have.

Agenda:

- Who is ISC and what do we do?
- What is the Saskatchewan Land Registry?
- Navigating the website & searching the Land Registry.

Who is ISC?

ISC is responsible for the development, management and administration of:

- Registries - land titles, personal property, corporate registries and surveys directory;
- Geographic Information; and
- Access to government services for people and business.

ISC is a publicly-traded Saskatchewan business corporation and trades on the Toronto Stock Exchange (TSX) under the ISV stock symbol.

What Does ISC Do?

We are the exclusive provider of the Land Titles Registry, Land Surveys Directory, Personal Property Registry and Corporate Registry on behalf of the Province of Saskatchewan.

These services are outlined in a 20-year Master Service Agreement between ISC and the Government of Saskatchewan.

We are committed to providing accessible, secure and authentic information-based services for people and business.



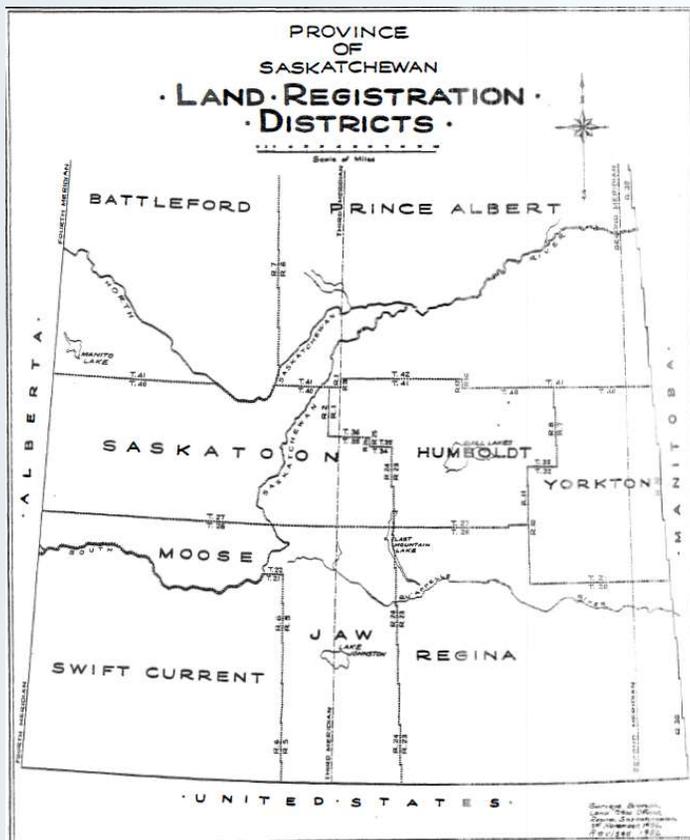
How does ISC engage the Municipal Sector

- Customer Relationship Manager for the Municipal Sector.
- Relationship with RMAA, UMAA, SAMA, SARM, SUMA, and other industry related associations.
- Meet with related companies and customers.
- Ad hoc focus and user groups as required.
- Customer Excellence Survey.

The Land Registry

- Official records are the electronic record.
- Occurred with implementation *The Land Titles Act, 2000*, and *The Land Titles Regulations, 2001*;
- Prior to *The Land Titles Act, 2000* :
 - There were 10 different districts with local offices across the province.
 - One 'Master of Titles' with 'Registrars' in each of the districts created or altered between 1907 and 1961 with 8 districts for much of the century which are still reflected in ISC offices today.
 - Registrar in each district had ability to make decisions regarding applications.

Districts



For additional information *Land Titles In Saskatchewan* by Georgina Jackson (Regina; Queen's Printer, 1988)

<http://www.qp.gov.sk.ca/document/s/misc-publications/Land-Titles-in-SK-Volume1.pdf>

<http://www.qp.gov.sk.ca/document/s/misc-publications/Land-Titles-in-SK-Volume2.pdf>

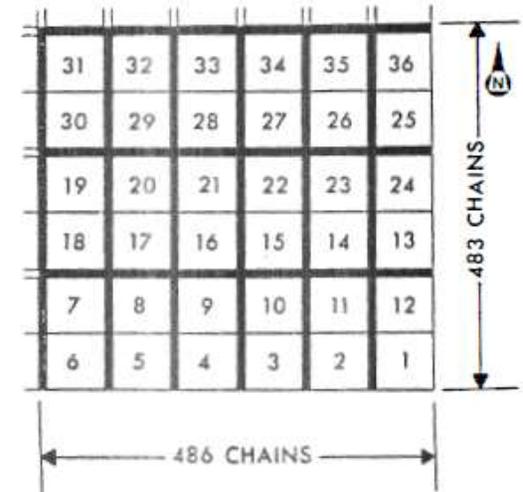
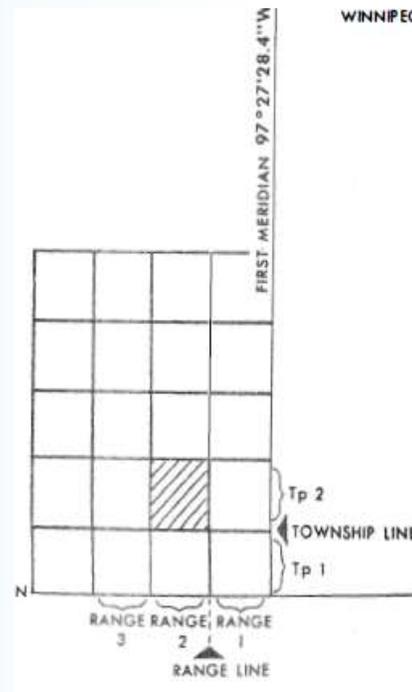
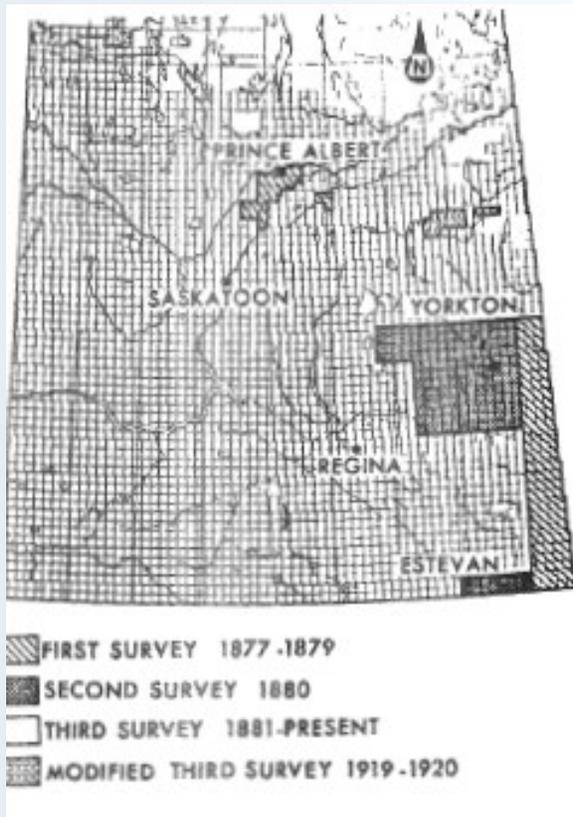
(Jackson, at pg. 4)

Bringing Title to Land - History

1870s - Dominion Government decides on quadrilateral township system of survey with each township divided into 36 sections, one mile by one mile or as close to as possible; survey began in 1877.

Survey process changed over time and was identified by the “First System of Survey, Second System of Survey etc.” – different rules regarding corrections, road allowances, - most of the province is under the “Third System of Survey”.

Surveys

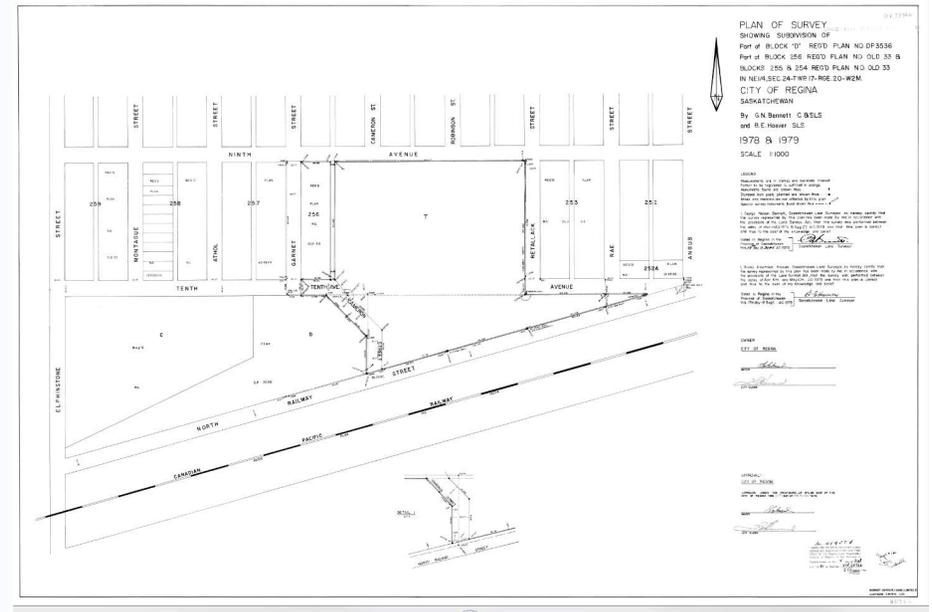


Bringing Title to Land – Land Descriptions

- Survey started at the first or prime meridian (around Winnipeg).
- Second meridian is at Saskatchewan's Manitoba border (mostly), third meridian cuts close to the centre of the province, fourth meridian is Alberta's border, or at 102, 106 and 110 degrees of longitude (W1, W2, W3).
- Township number represents north/south axis on grid; range number represents east/ west; section represents #1-36 (generally speaking) part of the grid; section will have NE/NW/SE/SW $\frac{1}{4}$.
- (1) (2) - (3) - (4) - (5) means (1) NE/NW/SE/SW (2) Section (3) Township (4) Range (5) Meridian.
- So **SE 14-36-12-3** is section #14, township #36, range #12, west of the third meridian.
- Read ISC Land description search function from left to right.

Land Terminology and Concepts

- Plans of survey are schematic documents that identify the sizes, the locations and the current or intended uses of parcels of land
- Plans can include subdivision plans illustrating boundaries of the Lots and Blocks
- Plans can be condo plans showing units and parking spaces
- Plan can be feature plans illustrating location of a pipeline



Torrens System

These four main principles of the Torrens System help buyers and sellers feel secure about conducting land ownership transactions:

1. **Conclusive evidence of ownership** – This is called the principle of indefeasibility. Because the Land Registry has records of all land titles and is responsible for cataloguing and preserving them, buyers are guaranteed their land purchase is exactly as the title describes it.
2. **Facility to transfer** – Title owners can transfer ownership to others more easily as there are several well-defined categories of ownership.
3. **Compulsory registration of titles** – All titles in Saskatchewan must be registered in the Land Registry. This rule ensures that accurate records of all transactions related to land ownership are kept.
4. **Assurance and compensation provisions** – In the extremely rare case that an owner is defrauded or suffers a financial loss due to an error in the Land Registry, an assurance claims process is in place to compensate the owner for such losses.

The Old World – Numbering and Instruments

Various systems of numbering and re-numbering were used in the history of the Land Registry but generally speaking a series of letters and numbers were used:

- Starting in about 1957, first two digits represented the year; second one or two letters represented the district where instrument was registered; last numbers represented a filing reference within the district office.
- Instrument were instructions to the local register to complete a piece of work relating to the Land titles system.
- So instrument 75S12390 was submitted in 1975 to for registration in the Saskatoon Land Titles Office.
- This instrument would have created title or caveat in the Old World.

Differences in the Pre-Conversion World

- Instrument = an application, authorization and/or attachment in the new world, although term is still used in today's legislation.
- Encumbrance = an interest in today's world.
- Transfers in the paper based system took up to 6 weeks to process; average for over a decade has been less than 2.5 days.
- Different authorizations in the pre-conversion world would be kept in different places:
“General Record” which contained writs, maintenance enforcement orders, and alternate authority documents (POAs) whereas today every packet/application needs to stand on its own.
- Every instrument was examined on registration when dealing with interests; today scrutiny is applied when amending, assigning and discharging interests.
- It was possible in the former system to order a cancellation of a discharge; today interests may be reinstated in limited circumstances.

Differences Continued

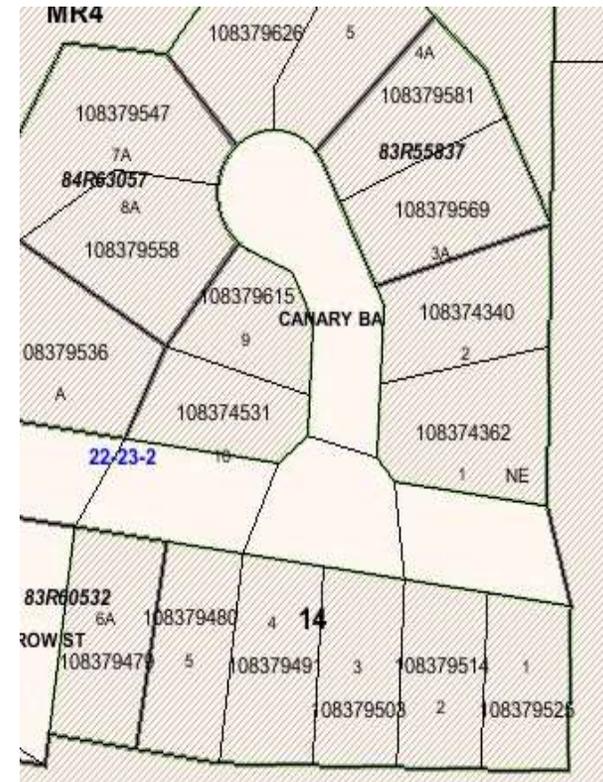
- Records became electronic with three types of titles – mineral, surface and condominium; leasehold estate titles became interests and sub-interests.
- The entire province became one registration district instead of ten districts previously.
- There is now one Registrar for the province.
- Priority of interests became determined on the time of registration as opposed to the time of submission.
- Interest registration became more important to assert an interest against third parties.
- Nine digit numbers used to identify nearly everything (plans, interests, titles, parcels etc.).

Land Descriptions

- Land descriptions in Saskatchewan are defined by the primary survey or a secondary survey of subdivision.
- Older titles will contain exceptions and reservations in the description.
- At conversion, the exceptions and reservations would not be converted, but the phrasing “as described on Certificate of Title _____” was implemented.
- Old world titles may contain metes and bounds descriptions.

Tips to Remember

- In Saskatchewan, surface lands and minerals are divided into parcels.
- Each piece of land is geographically described and assigned a Parcel Number
- Each parcel has a nine-digit parcel number. Parcel numbers are linked to the land; they are static and do not change unless transformed by subdivision or consolidation



Tips to Remember

- When a person or a company buys a parcel, they get a title. The title proves they are the legal owner of the parcel.
- Each title has a nine-digit title number. Title numbers are linked to the ownership. This number changes when the title is transferred.
- Interest numbers and interest register numbers are not the same.
- Interest register numbers will not change on title transfer; interest numbers will change.



Searching the Land Registry – isc.ca

The screenshot displays the ISC.ca website interface. At the top left is the ISC logo. To the right, there is a 'Text Size: Normal' dropdown and an 'About ISC' link. A search bar is located in the top right corner. Below the logo is a horizontal navigation menu with buttons for 'Land Titles', 'Personal Property', 'Survey Plans', 'Maps & Photos', 'Corporations', and 'Forms'. A 'Home' link is positioned below the 'Land Titles' button, and a 'Printer Friendly' icon is on the far right. The main content area features a 'Company Information' section with a list of links: 'Land Titles', 'Personal Property', 'Survey Plans', 'Maps & Photos', and 'Corporations'. To the right of this list is a photograph of a group of people in a meeting, followed by text stating: 'ISC is the leading provider of registry and information management services for public data and records. Visit our investor website to learn more about ISC, including: • Careers, Investor Relations and News • Community Investment and Century Family Farm Awards'. On the right side of the page is an 'Online Services' section with links for 'Sign-in' (under Land Titles, Personal Property, Judgments and Survey Plans) and 'Login' (under Corporate Registry), along with a 'Frequently asked questions' link. At the bottom, a 'What's New?' section lists several updates: 'Corporate Registry Enforcement Changes | Oct 4-17', 'ISC offices closed Friday, October 6 and Monday, October 9 for Thanksgiving statutory holiday | Sep 28-17', 'Expired Returned Corporate Registry Submissions | Sep 1-17', and 'Older Messages'.

Accessing the ISC Website – www.isc.ca

[Home](#) [Forms](#) [Help](#) [Fees](#) [Products](#)

ISC Signed-In Home > Sign-in Printer Friendly

Please be advised that due to scheduled maintenance, ISC Online Services will be unavailable Saturday, May 27th from 12:00pm (noon) to 12:00am (midnight). ISC Technology Solutions is committed to providing excellent customer service. For more information about this scheduled maintenance, or for other questions, please contact our Customer Support Team at 1-866-275-4721 or ask@isc.ca

Sign-In

User Name: * Required

Password: * Required

Client Number: * Required

Account Number:

Account Password:

Client Reference:

Remember User Name, Client Number And Account Number.

NOTE: User names and Passwords may not include spaces.

By signing in you agree to accept the [ISC Online Services Terms of Use](#).

Forgot Password

Click [here](#) if you forgot your Password.

Corporate Registry Sign-in

Looking for the Corporate Registry's Online Registration Website? [Click here!](#)

Processing Times | What does this mean?

Land Titles Transactions: 2 business days

Tie Code Validations: 2 business days

First time user to our site?

Supported Web Browsers

ISC recommends the use of Internet Explorer 10/11 or Google Chrome as the browsers of choice for our Online Services site. Mozilla Firefox and Apple Safari have been tested and will function with our online service applications, but the most optimal experience will occur with the most recent versions of Internet Explorer and Google Chrome. View our [System Requirements and Recommendations](#) page for more information.

What information is available?

- Ownership, interest, and survey information.
- Corporate information.
- News, such as notification of system outages, new enhancements, etc.
- Support information, fees, and specific product and service support.
- General information on processes, registry requirements, etc.
- Applications and forms to complete transactions.
- ISC's toll free Customer Support line 1-866-275-4721
(or 1-866-ASK-ISC1)

Fees

Free

- Basic title results (including ownership).
- Basic plan results.
- Pre-Conversion historical information.
- Support information and materials.

Fee Based

- Full title information (with registered interests).
- Post Conversion historical information.
- Requested output (example: Title Print or Plan of Survey).

Online Services

The screenshot displays the ISC website interface. At the top, there is a navigation bar with the ISC logo, a search box, and user information: "Signed In: kkleckner | Client # 100008087 | Sign Out | My Account". Below the navigation bar, there are tabs for "Forms", "Help", "Fees", and "Products". The main content area is divided into several sections:

- Online Services:** A sidebar menu listing various services such as Land Registry (Online Submission, Map Search, Quick Search, Search, Grant Search, General Record Search, Packet Quick Check, Packet Detailed Check, Image Request Search, Document Storage Library), Survey Plans (Plan Submissions Online, Plan Search, Change Order Search, Support Document Search, Field Book Search, Request Status Check), and Personal Property Registry.
- Closure of Humboldt, Prince Albert and Yorkton Locations:** A prominent announcement stating that ISC will discontinue operation of Customer Service Centres in these cities, effective on Friday, October 4, 2019.
- News Section:** A list of recent news items, including "Office closure for Thanksgiving statutory holiday" (Corporate News | Sep 30-19) and "Registry fee adjustments coming into effect July 8, 2019" (Corporate Registry, Corporate News, Saskatchewan Personal Property Registry, Survey Plans Registry, Land Registry, Online Submission | Jun 7-19).

Quick Search

To perform a quick search:

- Click the **Quick Search** link under **Online Services** on the left-hand side of the signed-in homepage.
- The **Quick Search** screen will display. Choose your search method from the **Search By** dropdown menu.
- Enter your search criteria (e.g. section, township and range).
- Click the blue **Search** button.

The screenshot displays the 'Quick Search' interface. At the top right, there is a 'Client Reference:' field. The main section is titled 'Search By:' and features a dropdown menu with the following options: 'Land Description' (selected), 'Owner Name', 'Parcel Number', 'Title Number', and 'Other (any combination)'. Below this, a text prompt asks to 'refine your search, please select one of the following options:'. There are three radio button options: 'All' (selected), 'Surface Only', and 'Mineral Only'. A checked checkbox labeled 'Return All Titles' is also present. A link for more information is provided. At the bottom, there are several dropdown menus for 'Quarter Legal Sub Division', 'Legal Sub Division', 'Quarter Section', 'Section', 'Township', 'Range', 'Meridian', and 'Extension'. The 'Section', 'Range', and 'Meridian' fields are marked as '* Required'. A blue 'Search' button is located at the bottom left of the form area.

Quick Search

The **Quick Search** function:

- Allows you to locate current titles and abstracts.
- Is designed for simple searches that let you find out basic information about active titles (e.g. owner names).
- Lets you search Land Registry records by:
 - Land description.
 - Owner name.
 - Parcel number.
 - Title number.

Quick Search

The Quick Search Results Screen

This screen shows you most of what you need to know about a title.

It lists basic information like:

- the owner name;
- the parcel type;
- the municipality;
- if there are locks involved;
- if there are ties and whether or not they have been validated.

Title Information				Download To Spreadsheet (.CSV)
Land Description Blk/Par T-Plan 80R38966 Ext 0 As described on Certificate of Title 80R38966.				
Owner(s) The City of Regina				
Title	Number 104818956	Share 1/1	Title Lock Information N/A	
Last Amendment Date 05 Sep 2013 10:29:16.363			Old Land Description	
Parcel 109468019	Parcel Type Surface Regular	Municipality CITY OF REGINA		Ties
Validated Ties	Commodity/Unit N/A			Linked to Unit N/A
1 Record				
Back to Search				

Search

The **Search** function:

- Allows you to locate current and historical title information.
- Is designed for complex searches and provides more detailed results.
- Lets you search by 13 different methods:

The screenshot displays the 'Search' interface. At the top right, there is a 'Client Reference:' field. Below it, the 'Search By:' dropdown menu is open, showing 13 options: Land Description, Abstract Number, Attachment (highlighted), Client Number, Feature, Interest, Interest Register, Land Description, Name, Packet, Parcel Number, Pre-Conversion Instr, Pre-Conversion Title, and Title Number. Below the dropdown, there are radio buttons for 'Surface Only' and 'Mineral Only', and a checked checkbox for 'Return All Titles'. At the bottom, there are several dropdown menus for 'Quarter Legal Sub Division', 'Legal Sub Division', 'Quarter Section', 'Section', 'Township', 'Range', 'Meridian', and 'Extension', with asterisks indicating required fields. A 'Search' button is located at the bottom left of the interface.

Search

Search Results

Search By: Land Description
With Criteria: Quarter Section = NE
 Section = 34
 Township = 21
 Range = 21
 Meridian = 2
 As Of Date = 10 Feb 2015 15:20:42

Parcel Information

[Download To Spreadsheet \(.CSV\)](#)

Land Description NE 34-21-21-2 Ext 11 As described on Certificate of Title 77R16686, description 11.					
Old Land Description					
Parcel 145041331	Parcel Type Surface Regular	Parcel Class Parcel (Generic)	Municipality RM OF LONGLAKETON NO. 219	Ties	Validated Ties
Land Description NE 34-21-21-2 Ext 11 As described on Certificate of Title 77R16686, description 11.					
Old Land Description NE 34-21-21-2 Ext 11 As described on Certificate of Title 77R16686, description 11.					
Parcel 145041342	Parcel Type Mineral	Parcel Class Mineral	Municipality RM OF LONGLAKETON NO. 219	Ties	Validated Ties
Land Description Blk/Par A-Plan 101463522 Ext 13 As described on Certificate of Title 90R08435(1), description 13.					
Old Land Description NE 34-21-21-2 Ext 13 As described on Certificate of Title 90R08435(1), description 13.					
Parcel 145041320	Parcel Type Surface Regular	Parcel Class Parcel (Generic)	Municipality RM OF LONGLAKETON NO. 219	Ties	Validated Ties
Land Description Blk/Par A-Plan 101996983 Ext 10 As described on Certificate of Title 61R06982B, description 10.					
Old Land Description NE 34-21-21-2 Ext 10 As described on Certificate of Title 61R06982B, description 10.					
Parcel 145041375	Parcel Type Mineral	Parcel Class Mineral	Municipality RM OF LONGLAKETON NO. 219	Ties	Validated Ties
4 Records					

Search

- Performing a LLD Search, results in Parcel Information:

Search Results

Search By: Land Description
With Criteria: Block = T
 Plan = 80R38966
 As Of Date = 29 Sep 2017 15:42:48

Parcel Information [Download To Spreadsheet \(.CSV\)](#)

Land Description
 Blk/Par T-Plan 80R38966 Ext 0
 As described on Certificate of Title 80R38966.

Old Land Description

Parcel	Parcel Type	Parcel Class	Municipality	Ties	Validated Ties
 109468019 	Surface Regular	Parcel (Generic)	CITY OF REGINA		

1 Record

[Back to Search](#)

- By clicking on the document “icon” beside the parcel number results in Parcel Detail information:
- To view the title, click on the arrow to expand, note cost involved

Search Results

Search By: Parcel
With Criteria: Parcel Number = 109468019
 As Of Date = 29 Sep 2017 15:42:48

Parcel Detail

Number: 109468019 **Type:** Surface Regular
Status: titled **Class:** Parcel (Generic)
Total Units: 0 **LLD:** Blk/Par T-Plan 80R38966 Ext 0
 As described on Certificate of Title 80R38966.
Parcel Value: N/A **Municipality:** CITY OF REGINA
Parcel Picture:  **Audit:**  **History:** 

 Parcel Ties (0)
 Titles (1)
 ▶ **\$ Title**

Number: 104818956 **Type:** Surface Regular
Last Amendment Date: 05 Sep 2013 10:29:16,363
Commodity/Unit: N/A
Owners:
 The City of Regina
Share: 1/1
Lock Information: N/A

Quick Search vs Search LLD – (Blk/Par T Plan 80R38966)

Quick Search Results

Search By: Land Description
With Criteria: Block = T
 Plan = 80R38966
 As Of Date = 29 Sep 2017 16:14:45

Title Information [Download To Spreadsheet \(.CSV\)](#)

Land Description
 Blk/Par T-Plan 80R38966 Ext 0
 As described on Certificate of Title 80R38966.

Owner(s)
 The City of Regina

Title	Number	Share	Title Lock Information
	104818956	1/1	N/A

Last Amendment Date
 05 Sep 2013 10:29:16.363

Parcel 109468019 **Parcel Type** Surface Regular **Municipality** CITY OF REGINA **Ties**

Validated Ties **Commodity/Unit** N/A **Linked to Unit** N/A

1 Record

[Back to Search](#)

Search Results

Search By: Land Description
With Criteria: Block = T
 Plan = 80R38966
 As Of Date = 29 Sep 2017 16:08:18

Parcel Information [Download To Spreadsheet \(.CSV\)](#)

Land Description
 Blk/Par T-Plan 80R38966 Ext 0
 As described on Certificate of Title 80R38966.

Old Land Description

Parcel	Parcel Type	Parcel Class	Municipality	Ties	Validated Ties
109468019	Surface Regular	Parcel (Generic)	CITY OF REGINA		

1 Record

[Back to Search](#)

Search Results

Search By: Parcel
With Criteria: Parcel Number = 109468019
 As Of Date = 29 Sep 2017 15:42:48

Parcel Detail

▼ **Number:** 109468019 **Type:** Surface Regular

Status: titled **Class:** Parcel (Generic)
Total Units: 0 **LLD:** Blk/Par T-Plan 80R38966 Ext 0
Parcel Value: N/A **As described on Certificate of Title:** 80R38966.
Parcel Picture: **Municipality:** CITY OF REGINA
Audit: **History:**

⊕ Parcel Ties (0)
 ⊖ Titles (1)
 ▶ \$ Title

Number: 104818956 **Type:** Surface Regular
Last Amendment Date: 05 Sep 2013 10:29:16.363
Commodity/Unit: N/A
Owners: The City of Regina
Share: 1/1
Lock Information: N/A



Title Detail

Province of Saskatchewan Land Titles Registry Title

Title and Parcel information

Title #: 104818956
Title Status: Active
Parcel Type: Surface
Parcel Value: N/A
Title Value: N/A
Converted Title: 80R38966
Previous Title and/or Abstract #: 80R38966

As of: 29 Sep 2017 16:16:42
Last Amendment Date: 05 Sep 2013 10:29:16.363
Issued: 02 Feb 2002 22:30:55.700
Municipality: CITY OF REGINA

The City of Regina is the registered owner of Surface Parcel #109468019

Reference Land Description: Blk/Par T Plan No 80R38966 Extension 0
As described on Certificate of Title 80R38966.

This title is subject to any registered interests set out below and the exceptions, reservations and interests mentioned in section 14 of *The Land Titles Act, 2000*.

Registered Interests:

Interest #:
103823445

CNV Easement

Value: N/A
Reg'd: 25 Jun 1981 02:15:30
Interest Registered Amendment Date: N/A
Interest Assignment Date: N/A
Interest Scheduled Expiry Date: N/A
Expiry Date: N/A

Holder:
Saskatchewan Power Corporation
N/A
N/A, Saskatchewan, Canada
Client #: 103404473
Int. Register #: 101494133
Converted Instrument #: 81R29073

Active Interest Information

Owner Information

Addresses for Service:

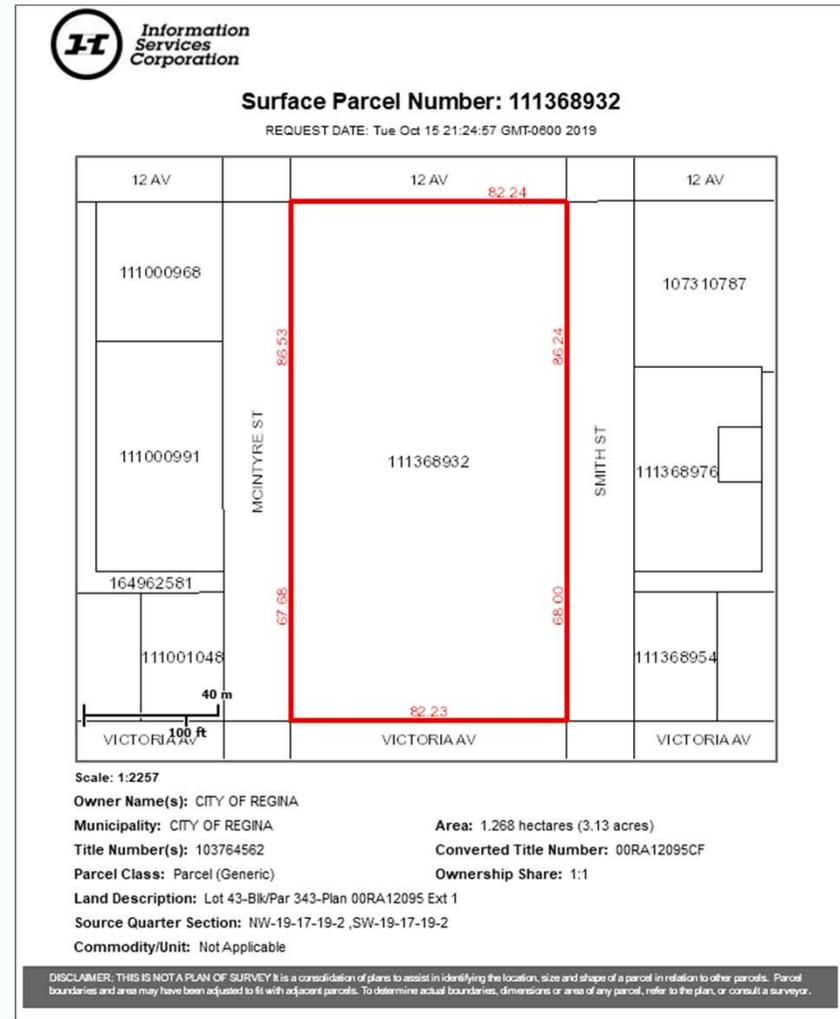
Name	Address
Owner: The City of Regina Client #: 101697408	Box 1790 Regina, Saskatchewan, Canada S4P 3C8

Notes:

Parcel Class Code: Parcel (Generic)

Parcel Picture

- Parcel picture is a Geographic Information System (GIS) picture of parcel of land to which title you are searching refers
- Picture is NOT a plan of survey
- An approximate representation of parcel boundaries, dimensions and areas
- Some parcels pictures not available, ISC offers Parcel Picture on Demand services



Searching Old World Titles

Multi-step process:

- (1) Use Quick Search to obtain pre-converted title number
- (2) Conduct a Pre-Conversion Title Number search to view the image of the Certificate of Title

Title Information			
Land Description Blk/Par T-Plan 80R38966 Ext 0 As described on Certificate of Title 80R38966			
Owner(s) The City of Regina			
Title	Number 104818956	Share 1/1	Title Lock Information N/A
Last Amendment Date 05 Sep 2013 10:29:16.363		Old Land Description	
Parcel 109468019	Parcel Type Surface Regular	Municipality CITY OF REGINA	Ties
Validated Ties	Commodity/Unit N/A		Linked to Unit N/A
1 Record			

Pre-Conversion Title Search

Populate pre-conversion title number and click Search for details

Search Client Reference:

Search By: Land Description

Search As Of: d Time

(e. Section, Township, Range)

(i.e. Lot, Block, Plan)

(bination)

To refine your search, select one of the following options:

Search By: Pre-Conversion Title

Search As Of: Current Date and Time
 Select Date

Pre-Conversion Title Number: 80R38966 * Required [Title Search Help](#)

** Fee applies for Post-Conversion Titles. **

Search

Search Results

Search By: Title

With Criteria: Title Number = 80R38966
As Of Date = 02 Oct 2017 10:39:02

Cancelled Title

Title

 80R38966

Was Converted To

Title	Type	District
 104818956	Surface Regular	Regina Historic

1 Record

Back to Search

- Search Results shows Cancelled and Converted Titles
- Click document for Cancelled Title

Pre-Conversion Title Search

How to locate pre-conversion instrument

- Select the  to view title image download

Custom Results

Search By: Document
With Criteria: Document Number = 80R38966
CIMS Document Number = 80R38966

Document Information

Document Number	Document Type	District	Request Output
 100169203	Converted Cancel Ttl	Regina Historic	 \$

The above documents have been imaged from the Storage Facility.
Click on the icon beside the number of the image you would like to view.

Back to Search

- Download to view

To view this image you will require an image viewer. See [Software Recommendations](#) for more information.

If you choose to download an image viewer, please use the "Back" button on your browser to return to this screen. Failure to use the "Back" button to return to this screen may result in being charged twice to view this image.

If you already have an image viewer, then you may begin downloading the image

[Download Image](#)

View Historical Paper Title

Government of Saskatchewan
CERTIFICATE OF TITLE

Value \$990,730.00 No. 80R38966

Grant No. Ref. 78R37905
 78R37905
 79R33349 (1) 78R32331
 78R3583 78R32332
 78R3312 78R32104
 78R32113 78R32851T
 79R32987 78R36974
 80R38965 78R35080

THIS IS TO CERTIFY that THE CITY OF REGINA

is now the owner of an estate in fee simple
 of and in The Whole of Block "T",
 in the City of Regina,
 in the Province of Saskatchewan, in the Dominion of Canada, according to a Plan of Record
 in the Land Titles Office for the Regina Land Registration District as No. 80R38966.
Excepting: out of that portion of said Block which was formerly Streets and Lanes on
 Plan Old No. 33, all mines and minerals pursuant to the registration of Master of Titles
 Order No. 80R38965.
 MINERALS IN THE CROWN - as to remainder

**SUBJECT TO THE ENCUMBRANCES, LIENS AND INTERESTS NOTIFIED BY MEMORANDUM NOW OR
 HEREAFTER UNDERWRITTEN OR ENDORSED HEREON, OR WHICH ATTACH BY IMPLICATION UNDER
 THE LAND TITLES ACT.**

IN WITNESS WHEREOF I have hereunto subscribed my name and affixed my official seal this . . . Fourth . . .
 day of September . . . A.D. 1980 . . .
 Post Office Address . . . P.O. Box 1790,
 Regina, Saskatchewan, S4P 3C8

Regina Land Registration District
 Regina Province of Saskatchewan

- First page lists owner(s), value at time of title issue, verbiage related to creation of parcel, previous title number (Ref.)
- Using the Ref. number can perform an historical search to go back to title you need

80R38966

ABBREVIATIONS
 T—Transfer
 Tr—Transmission
 M—Mortgage
 C—Caveat
 ML—Mechanic's Lien
 TL—Tax Lien
 E—Execution
 N—Notice

CERTIFICATE OF TITLE

Name The City of Regina
 Land Whole of Blk. "T", Regina, Plan 80R38966

CHARGES, LIENS AND INTERESTS

Nature of Instrument	Registration Number	Date of Registration	Date of Instrument	Amount	Particulars	Signature of Registrar	Discharges and Withdrawals		
							Registration Number	Date of Registration	Signature of Registrar
N	FS 2754	6/Jul/55			Regina Airport Zoning Regulations Department of Transport, Ottawa, Ontario	<i>[Signature]</i>			
Encumbrance	81R29073	25/June/81	11/June/81		Between: The City of Regina And: Saskatchewan Power Corporation as to Ptn.	<i>[Signature]</i>			
EA	95R02209	16 Jan 95			Ptn. To: Saskatchewan Power Corporation and Saskatchewan Telecommunications	<i>[Signature]</i>			

- Second page lists Charges, Liens and Interests against pre-conversion title
- Registration Number is the same as Pre-Conversion Instrument number which can be used to search for and view the pre-conversion instrument

Pre-Conversion Instrument Search

- Documents used to provide disclosure in land transactions completed before 2001 were called **instruments**.
- At conversion, each instrument was assigned a master interest register number and an interest number for each new title on which it appeared.
- The pre-conversion instrument number appears below the interest register number on the title detail.
- The pre-conversion instrument number can also be located on the back of the pre-conversion Certificate of Title, where it is listed as the registration number.
- All active instruments were brought forward through conversion, and are identified on the relevant post-conversion titles by the notation “CNV.”
- In order to view an instrument, you will need to perform a search by pre-conversion instrument number.

Pre-Conversion Instrument Search

How to locate pre-conversion instrument

- Found on title, just below the interest register number

Registered Interests:

Interest #:
200007885

CNV Mortgage

Value: \$37,462.50 CAD
Reg'd: 31 Mar 1990 00:00:00
Interest Registered Amendment Date: 01 Jan 1900 00:00:00
Interest Assignment Date: N/A
Interest Scheduled Expiry Date: N/A
Expiry Date: N/A

Holder:
CIBC Mortgage Corporation
Box 2677
Regina, Saskatchewan, Canada S4P 3G6
Client #: 100878105
Int. Register #: 200004144
Converted Instrument #: 89MJ06624

- Found on back of Certificate of Title

Government of Saskatchewan

CERTIFICATE OF TITLE

No. 93MJ10217

Ref. 89MJ06050-1

THIS IS TO CERTIFY that **Paul Tauxalot**

93MJ10217

CERTIFICATE OF TITLE

Name: **Paul Tauxalot**
Land: **NE 19-25-25-W2M**

CHARGES, LIENS AND INTERESTS

Name of Instrument	Registration Number	Date of Registration	Amount	Particulars	Signature of Registrar	Discharges and Withdrawals
Registrar's	C 89MJ06456	13 Jun 89		Made by: Her Majesty the Queen (Bank) c/o The Registrar, Land Titles Office Moose Jaw, Sask.		
H	87MJ01239	23 Jan 87	\$187,000.00	To: Farm Credit Corporation, 500 South Broad Plaza 2045 Broad St., Regina, Sask. S4P 2B7		93MJ12793 8 Nov 93
	89MJ06624	5 May 89		Made by: Watrous Credit Union Limited Box 750, Watrous, Sask. S0K 4T0		
TL	90NJ01128	25 Jan 90		Made by: Rural Municipality of Big Arm No. 251 Box 10, Stalwart, Sask. S0G 4R0		94MJ01126 31 Jan 94

Pre-Conversion Instrument Search

How to locate pre-conversion instrument

- Once located pre-conversion instrument number, do a Pre-Conversion Instr Search

1.



A screenshot of a search interface showing a dropdown menu. The menu is open, displaying a list of search criteria. The 'Pre-Conversion Instr' option is highlighted in blue. The search criteria listed are: Land Description, Abstract Number, Attachment, Client Number, Feature, Interest, Interest Register, Land Description, Name, Packet, Parcel Number, Pre-Conversion Instr, Pre-Conversion Title, and Title Number.

2.

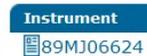


A screenshot of a search form. The 'Search By:' dropdown is set to 'Pre-Conversion Instr'. The 'Search As Of:' section has two radio buttons: 'Current Date and Time' (selected) and 'Select Date'. The 'Pre-Conversion Instrument Number:' field contains the value '89MJ06624' and is marked as '* Required'.

3.



A screenshot of search results. The 'Search Results' section shows the search criteria: 'Search By: Interest Register' and 'With Criteria: Interest Register Number = 89MJ06624, CIMS Document Number = 89MJ06624, As Of Date = 13 Jan 2015 11:48:26'. Below this, the 'Land Title Instrument' section is visible.



A screenshot of an instrument details card. It has a blue header with the word 'Instrument' and a document icon. Below the header, the instrument number '89MJ06624' is displayed.

Pre-Conversion Instrument Search

How to locate pre-conversion instrument

4.

Document Information			
Document Number	Document Type	District	Request Output
 89MJ06624	Instrument	N/A	 \$

The above documents have been imaged from the Storage Facility.
Click on the icon beside the number of the image you would like to view.

5.

To view this image you will require an image viewer. See [Software Recommendations](#) for more information.

If you choose to download an image viewer, please use the "Back" button on your browser to return to this screen. Failure to use the "Back" button to return to this screen may result in being charged twice to view this image.

If you already have an image viewer, then you may begin downloading the image

[Download Image](#)

6.


Saskatchewan Justice

Instrument Work Sheet

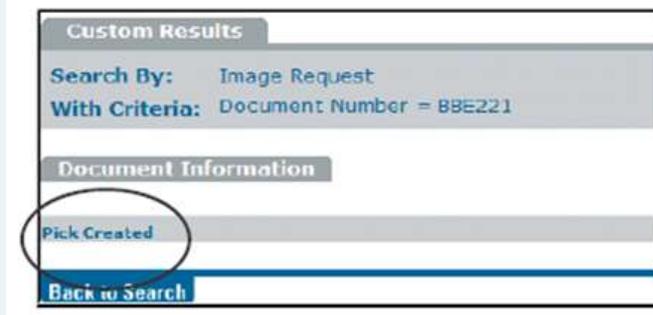
89 - MJ — 06624

Fees Total Fees _____ Amt. Rec'd <u>38.50</u> Balance _____	Inst. <u>Car (2)</u> From <u>Watrous letter</u> Address <input checked="" type="checkbox"/> Their Reference _____
Is Dup. C. of T. with Instrument? <u>no</u> In Office? <u>1</u> Being Returned to above Addressee? <u>no</u>	
Is Instrument Registrable? <u>yes</u> Titles Affected <u>80-10104 87-3667</u>	

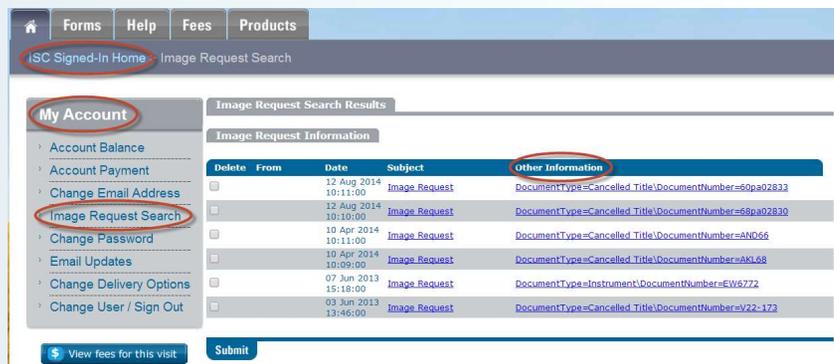
Pre-Conversion Record Search

What happens if there is no document to view?

- When an old paper-based system instrument has not yet been converted or imaged, the Document Information Screen will display as such:



- To access the created pick/image:



Survey Plans

- A survey plan is a diagram that identifies the size, location and current or expected use of a parcel of land.
- A survey plan is a legal document
- Using the links in the Survey Plans section of ISC's Online Services menu you can:
 - Search for copies of survey plans, change orders, support document and field books

Survey Plan Search

- Click Survey Plans link on the ISC homepage
- Choose a search method from the Search For dropdown menu
- Use the Add button to populate the search fields with your chosen criteria
- Click Search. Your results will display.

Online Services

- Survey Plans
 - > Plan Submissions Online
 - > **Plan Search**
 - > Change Order Search
 - > Support Document Search
 - > Field Book Search
 - > Request Status Check

Plan Search Client Reference:

Search For:
Plan (By Number) ▼

Plan Number

Add **Remove**

By Plan

Search Parameters
Plan: 100537422

Plan Search Results

Select	Report	Image	Plan Number	Registered Plan Number	Plan Description	Plan Type	Plan Purpose	Highway Plan Number
<input type="checkbox"/>			100537422	80R38966	T	Plan of Survey	Subdivision	T-15947

1 Record Returned.
If your Internet connection is slow, you may want to select a Plan and click on the 'Output' Button to receive the Plan by mail or e-mail

Output \$

Parcel Ties

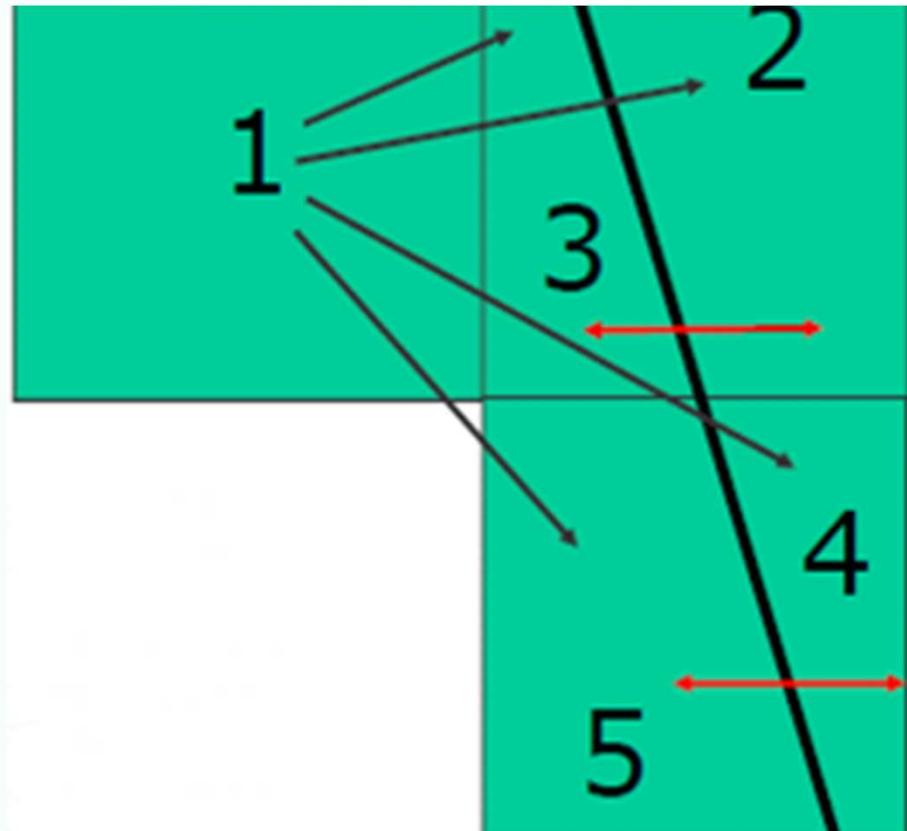
This example shows what was originally one Pre-converted title contained three quarter sections and a road exception.

- Five parcels were created at conversion.

Parcels 2 and 3 are tied.

Parcels 4 and 5 are tied.

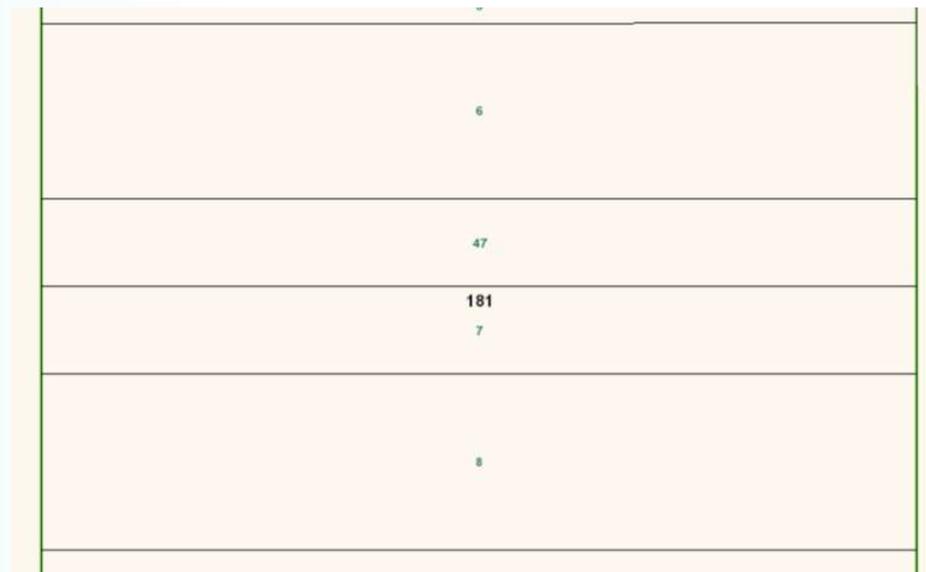
Parcel 1 is clear of ties



Parcel Ties

This example shows what was originally two Pre-converted titles containing four lot descriptions.

- Title 1 reads all lot 6 and the lot 7 except southern ½ of lot 7
- Title 2 reads lots 8 and the southern ½ lot 7.
 - Lot 6 and Northern ½ 7 are tied.
 - Lot 8 and the Southern ½ 7 are tied.



Parcel Ties

How do I know if the parcels are tied?

May identify that a title has parcel ties associated with it in one of 3 ways:

- A Note at the bottom of the Title print:

Notes:

Under The Planning and Development Act, 2007, the title for this parcel and parcels **109643137** may not be transferred or, in certain circumstances, mortgaged or leased separately without the approval of the appropriate planning authority. If you believe this restriction does not apply to this parcel, please contact 1-866 ASK-ISC1 to have the restriction reviewed.

Parcel Class Code: Parcel (Generic)

- Displayed in the Quick Search results screen:

Land Description NE 22-09-05-3 Ext 53 AS DESCRIBED ON CERTIFICATE OF TITLE 01MJ00869.			
Owner(s) Arams, Ernest Eugene Arams, Eugene Earl Arams, Jason Ashley			
Title	Number 135632943	Share 1/1	Title Lock Information N/A
Last Amendment Date 25 May 2008 03:40:59.860		Old Land Description	
Parcel 120399598	Parcel Type Surface Regular	Municipality RM OF WOOD RIVER NO. 074	Ties 120399587
Validated Ties No	Commodity/Unit N/A	Linked to Unit N/A	

- Displayed on Parcel/Title Detail results:

Parcel Detail	
Number: 120399598	Type: Surface Regular
Status: titled	Class: Parcel (Generic)
Total Units: N/A	LLD: NE 22-09-05-3 Ext 53 AS DESCRIBED ON CERTIFICATE OF TITLE 01MJ00869.
Parcel Value: N/A	Municipality: RM OF WOOD RIVER NO. 074
Parcel Picture:	Audit: History:
Parcel Ties (1)	
Number: 120399587	Type: Plan Dev Tie Validated Ties: No

Locks

Types of Locks

- The Registrar may prohibit a transfer or the registration of any interest against a title or an interest where:
 - It appears that an error has been made in the Land Titles Registry,
 - It appears necessary to the Registrar to prevent
 - Improper dealing or
 - Threatened or apprehended fraud,
 - The Registrar considers it necessary to protect the proper operation of the land titles registry.

Locks

Types of Locks

There are two types of locks:

- **Notice Locks** – which provide notice, warning or a qualification on the title that would otherwise not be readily apparent.
- **Prohibition Locks** – this type of lock depends on the Statute that provides for the registration of the lock. Some prevent the transfer of a title while others prevent dealings with interests.

Locks

Notice Locks

- [Registrar's Warning \(Transfer Permitted\)](#). This lock is placed on a mineral title to provide notice, a qualification, or clarification as to mineral ownership.
- [Registrar's Warning \(Transfer Permitted\) Converted Title Silent as to Minerals](#). This lock has been placed on a surface title at the time of conversion to indicate that a surface certificate of title did not contain a reference to mines and minerals.
- [Registrar's Warning \(Transfer Permitted\) - Remainder Mineral Title Only - Positive Commodity Titles](#). This lock has been placed on a mineral commodity title to provide a qualification to the reference to all mines and minerals.
- [Uncertified Mineral Title - Non-Producing Area \(Transfer Permitted\)](#). All uncertified mineral titles in non-producing areas have been locked with this lock to provide notice that mineral certification has not taken place.
- [Uncertified Mineral Title - Producing Area \(Transfer Permitted\)](#). All uncertified mineral titles in producing areas have been locked with this lock to provide notice that mineral certification has not taken place for this title.

Locks

Prohibition Locks

- [Builders' Lien Lock - Certificate of Action](#). This lock will be placed on a title when a Certificate of Action - Form O of The Builders' Lien Act is sent to the Registrar.
- [Conversion - Registrar's Caveat](#). This lock was registered at the time of conversion when a Registrar's Caveat had been filed on a certificate of title.
- [Deficient Description](#). This lock was registered at the time of conversion when, in the opinion of the Registrar, the reference land description or an instrument referenced on a certificate of title or abstract folder was deficient.
- [Duplicate Ownership](#). The Registrar will use this lock where there appears to be two or more titles with an overlapping or duplicate interest in the same land.
- [Estate - Proof Required that no Infants Involved](#). Pursuant to Sections 71 and 72 of *The Land Titles Regulations, 2001* this lock is registered to ensure that a potential interest held by an infant in an estate is dealt with prior to a title transferring from a personal representative

Locks

Prohibition Locks

- [Farming Communities Land Act, s. 4](#). This lock will ensure the title to land is protected pending the outcome of disputes under *The Farming Communities Land Act*.
- [Gap - Ownership Unknown](#). Where there are apparently contiguous titles with a gap in ownership the Registrar will lock the titles with this lock.
- [Joint Tenants with No Survivorship](#). This lock is placed on a title when an application to transfer is submitted indicating the title is to be held by joint tenants with no survivorship.
- [Ministers and Court Orders](#). This lock was placed on a title or interest at the time of conversion when a court order was registered on a certificate of title or when a court order has been sent to the Registrar.
- [Ownership Less or Greater than 100%](#). Where the shares of titles do not add up to one hundred per cent ownership in the parcel, the Registrar will lock the titles, and may use this type of lock

Locks

Prohibition Locks

- [Planning and Development Act \(s. 146\) - Notice of Replotting Scheme](#). This lock is used to prohibit dealings with the land within a replotting scheme.
- [Planning and Development Act, 2007 s.139](#). This lock is used to prohibit dealings with the land until the sub-division process has been completed.
- [Registrar's Prohibition - General \(Dealing with Land Prohibited\)](#). This type of lock is the most common lock used to indicate a Registrar's Correction is required.
- [Registrar's Prohibition - General \(Transfer Prohibited\)](#). This type of lock is used to indicate a Registrar's Correction is required. However, this lock will only prohibit a title transfer. It will not prohibit any other transactions.
- [Registrar's Prohibition - Court Order](#). This lock is used to ensure a Court of Queen's Bench court order is given effect within the Land Registry.
- [Registrar's Prohibition Interest](#). This lock is used in two circumstances.

Locks

Where to find a lock?

- The Locks section provides information directly related to locks.
- When a lock is placed on a title or interest, it prohibits any future dealing until the issue that caused the locking has been resolved.
- If there are no locks, the Locks heading will not display on the screen.

The screenshot shows a title record for 'Titles (1)'. The title is 'Surface Regular' with number 200023816. It was last amended on 01 Nov 2001 at 15:06:43.123. The owner is Decker, Bernice. The registration date is 01 Nov 2001 at 15:06:43. The status is Active. The share is 1/1 and the value is N/A. The common property share is N/A. The audit trail is visible. The title details include a lock icon, a document icon, and a dollar sign icon. Below the title details, there are expandable sections for 'Locks (1)', 'Owners (1)', and 'Interests (0)'.

- Expand the Locks icon to view the lock number and the type.

The screenshot shows the expanded 'Locks (1)' section. The lock number is 200005827 and the type is 'Farm Commun Act s.4 - Cascading'.

Locks

Where to find a lock?

- On the Quick Search Results.

Quick Search Results

Search By: Land Description
With Criteria: Block = T
Plan = 80R38966
As Of Date = 29 Sep 2017 16:14:45

Title Information [Download To Spreadsheet \(.CSV\)](#)

Land Description
Blk/Par T-Plan 80R38966 Ext 0
As described on Certificate of Title 80R38966.

Owner(s)
The City of Regina

Title	Number	Share	Title Lock Information
	104818956	1/1	N/A

Last Amendment Date
05 Sep 2013 10:29:16.363

Old Land Description

Parcel	Parcel Type	Municipality	Ties
109468019	Surface Regular	CITY OF REGINA	

Validated Ties	Commodity/Unit	Linked to Unit
	N/A	N/A

[Record](#)

[Back to Search](#)

- These are only Notice Locks.
- You must open the title to review **Prohibition** Locks.

OLS – Online Submission

Simply a better way to work.



Save time and increase accuracy

Online Submission

- Online Submission (OLS) eliminates the need for forms-based packet submissions, allowing users to fully complete Land Registry submissions online.
- **Instant validation of packet information** – Get it right the first time! OLS ensures all those 9 digit numbers are correct before submission so there's less risk of packet rejections.
- **Easy to build custom transaction templates** – So you don't have to start entering information from scratch every time.
- **Auto-population feature** – Give your fingers a rest and reduce transposition errors! OLS carries forward previously entered information so you don't have to.

Online Submission

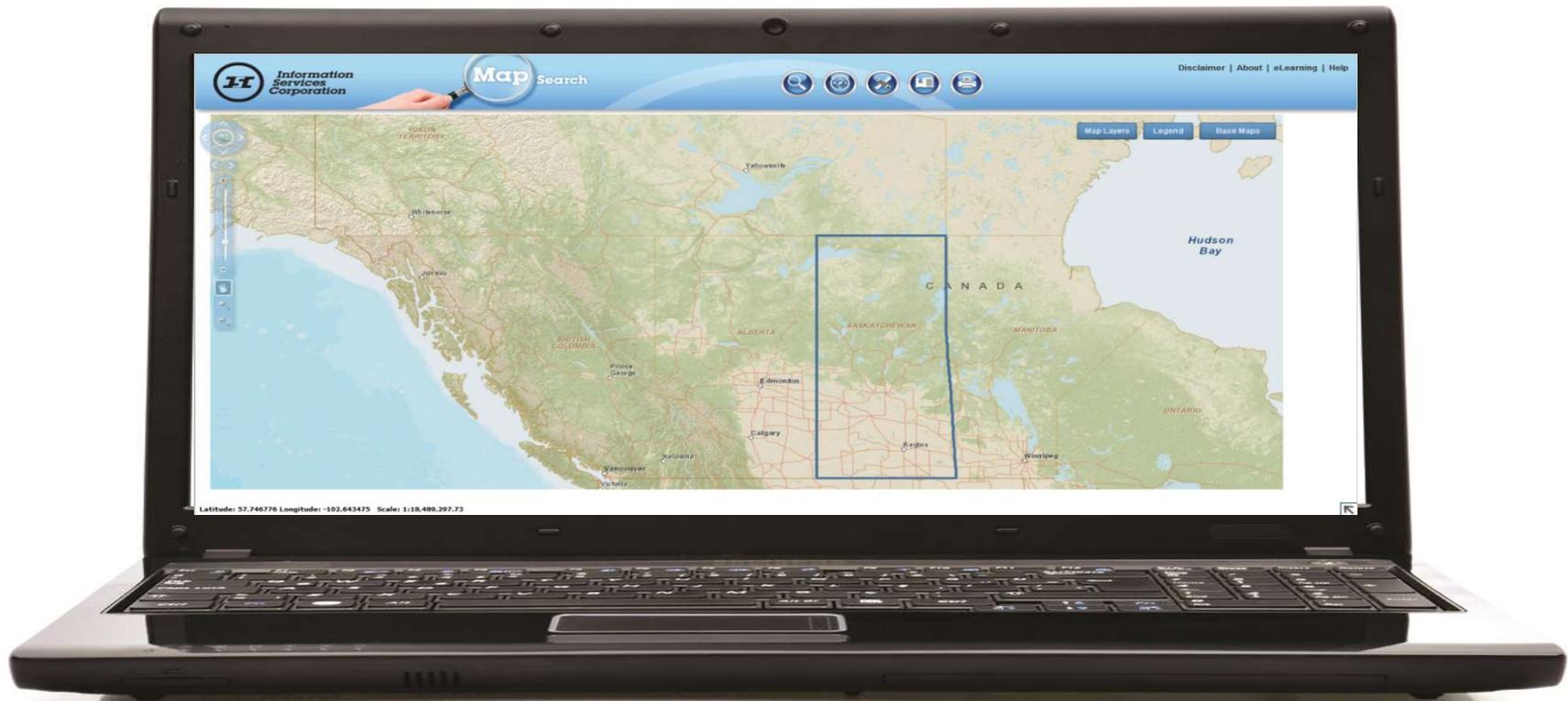
- **Click & Correct feature** – If a rejection does occur, you won't have to re-enter all the old information when using Online Submission. Just make the corrections and resubmit.
- **View real time status of your work** – In OLS, customers can view the real-time status of their packets.
- **Fee Estimator**– OLS gives you the benefit of estimating fees associated with your transactions.
- **Easy to Use** – OLS guides you step by step as you fill out your packet.
- **Online eLearning** – A step by step interactive tool to help you get familiar with all the functions of OLS.

Online Submission

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Mapsearch

See it, find it. It's that simple

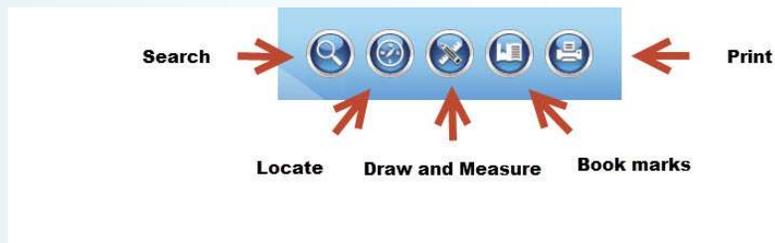
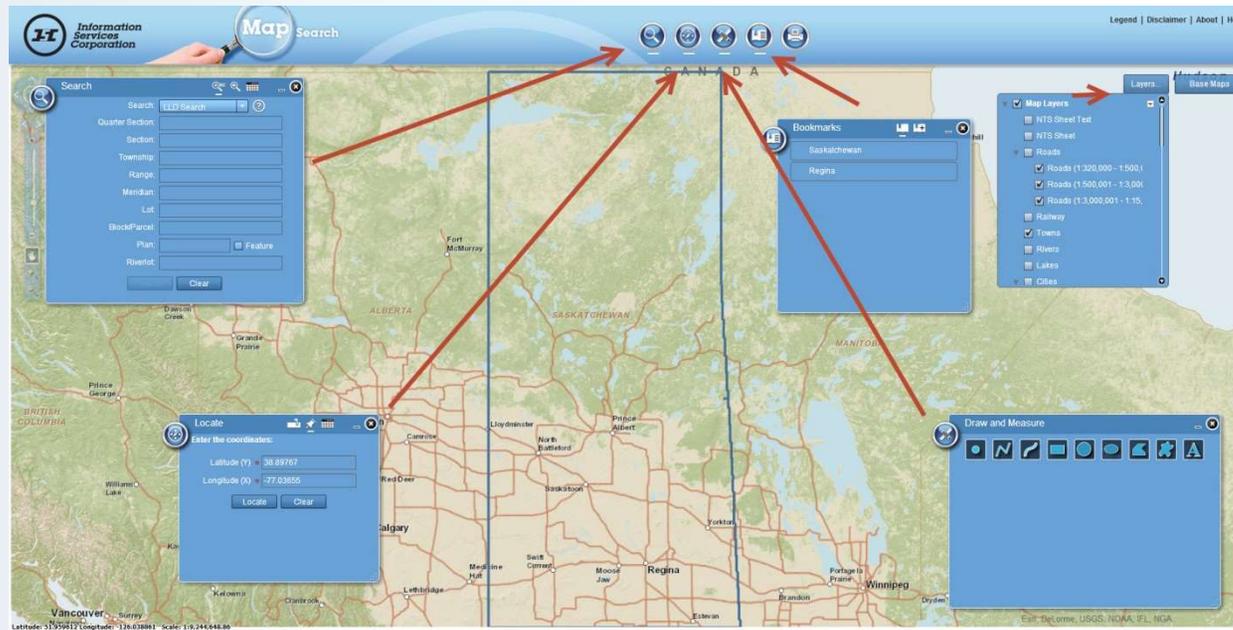


Save time and effort

Mapsearch

- Map Search is a free web-based tool that lets you view and search Saskatchewan land records.
- Map Search allows anyone with an ISC Online Services account to quickly find land title and survey plan information about virtually any parcel of land in Saskatchewan (and it's FREE).
- Common uses of Map Search are:
 - Confirm ownership of land parcels.
 - Obtain current legal land descriptions.
 - Quick links to view current and pre-converted title information, and to view parcel dimensions.
 - Easily identify how many parcels exist in a quarter section.
 - Identify tied parcels.
 - Print Map and Search Results.

Mapsearch - Tools



Using Map Search

Widget Bar



Search tool allows you to search land information by text or graphically
Find Options is now a drop down menu



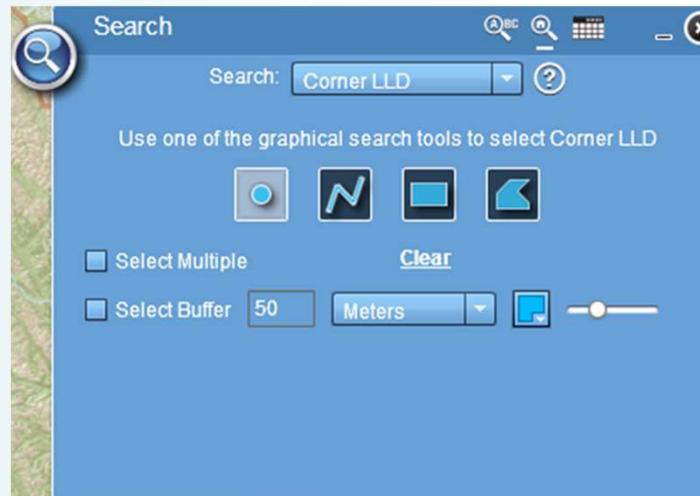
Text search presents additional information you need to populate to make an accurate search

Using Map Search

Widget Bar



Graphic search is done by selecting options by point (single identifier), line, rectangle, polygon, multiple (multiple identifier) and buffer



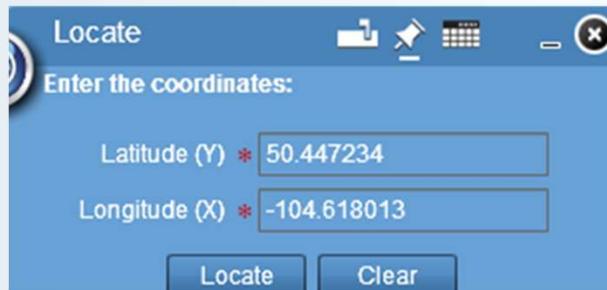
Clear button “erases” – to do a make a new selection or search, must clear existing selection first before proceeding

Using Map Search

Widget Bar



Locate tool allows you to locate an address by coordinates (longitude and latitude) or by civic address

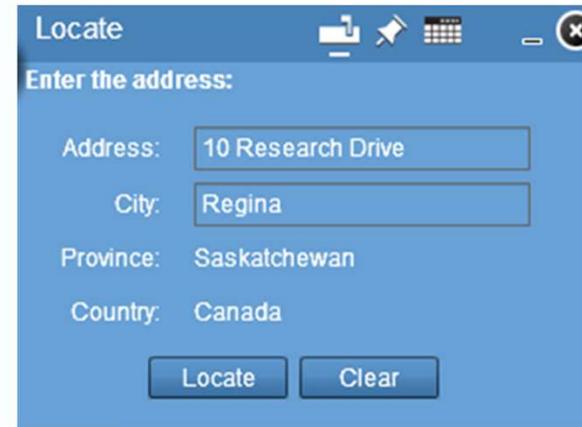


Locate

Enter the coordinates:

Latitude (Y) *

Longitude (X) *



Locate

Enter the address:

Address:

City:

Province: Saskatchewan

Country: Canada

Results are listed in the Locate frame or they are “located” on the map
Can zoom in to specific area of map

Using Map Search

Widget Bar



- **Draw and Measure** tool allows you measure an area on the map or find an area by using shapes



- Have the ability to draw objects on your map to highlight certain areas or can write on map using the “A” tool
- The parameters differ for each tool; adjust parameters to suit your needs

Using Map Search

Widget Bar



- **Bookmark** tool allows you to place a bookmark for future “quick” access to information you need frequently



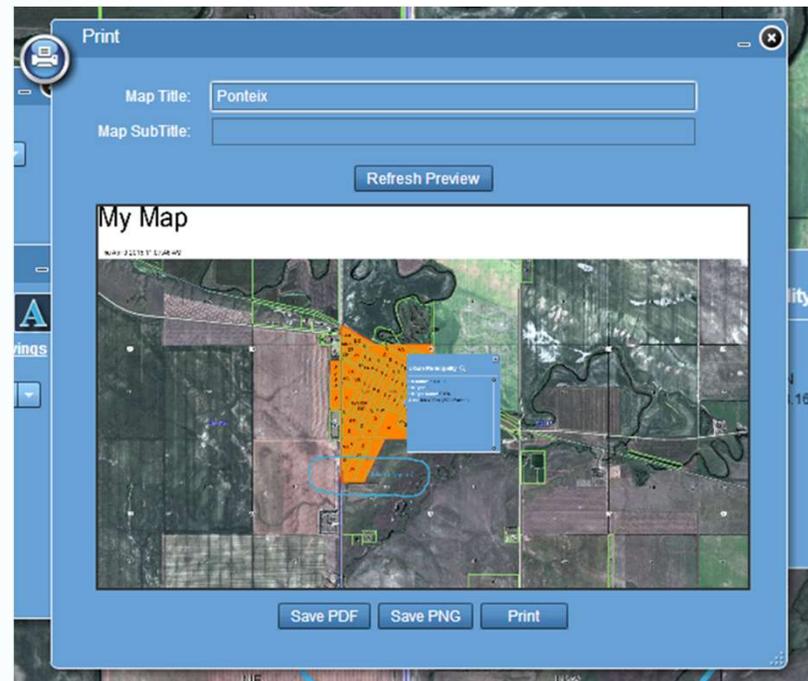
1. view existing bookmarks
2. click the 'add bookmark' icon to add to your list of bookmarks

Using Map Search

Widget Bar



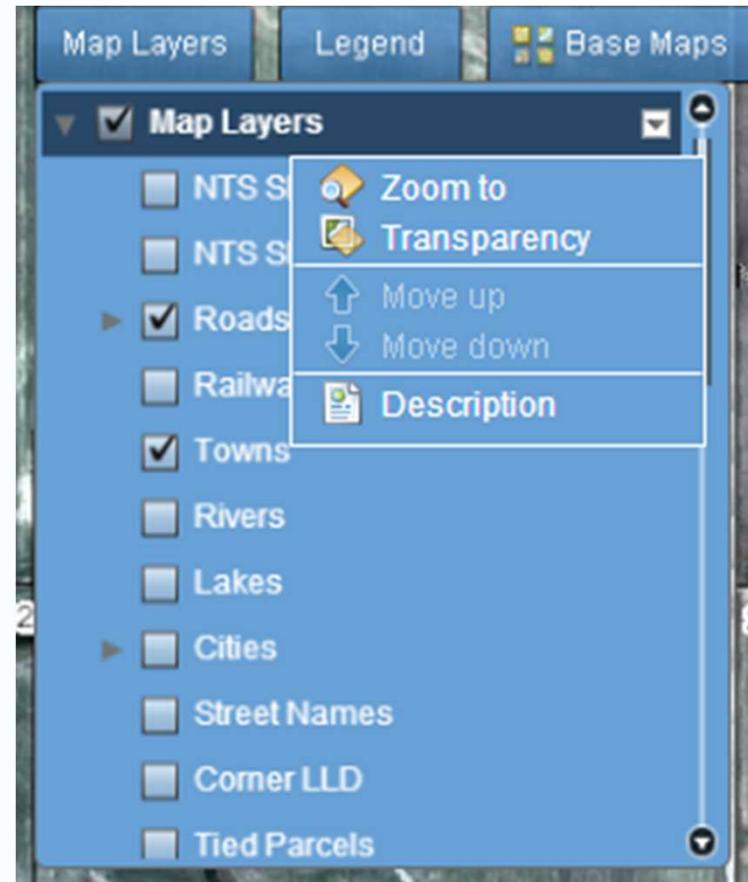
- **Print** button allows you to print the view you see in map search
- Print option will capture any markings or notes you make, on the map
- Can name your map and provide a sub-title



Using Map Search

Layers

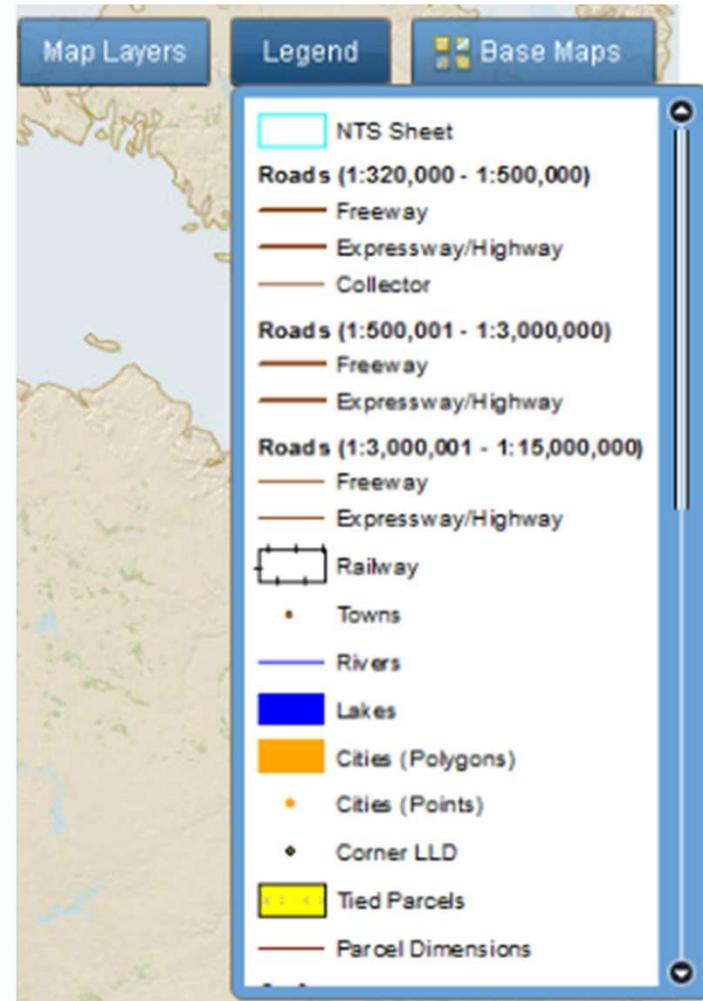
- **Layers** on the map are “live” and refresh automatically as they are selected
- Layers will only appear on map when they reach the right scale level
- In map layer drop down menu, you can Zoom to, adjust the placement of a service in the layers box and find out more (Description)



Using Map Search

Legend

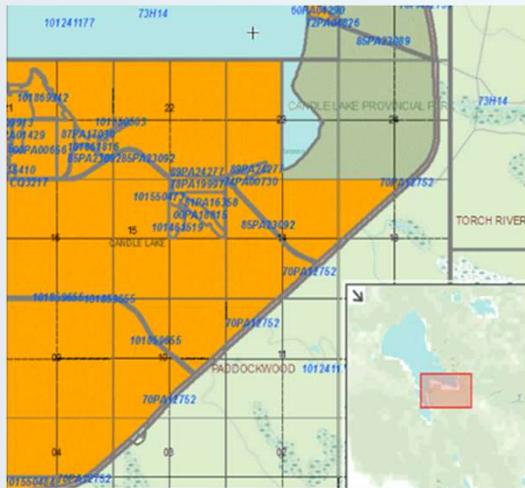
- The Map Frame shows you the visible layers on the map
- The Layer **Legend** table provides a comprehensive listing of all layers used in Map Search, including samples and the maximum and minimum scales each layer can be viewed
- The drop down legend allows users to easily reference the layer(s) that are currently active



Using Map Search

Base Maps

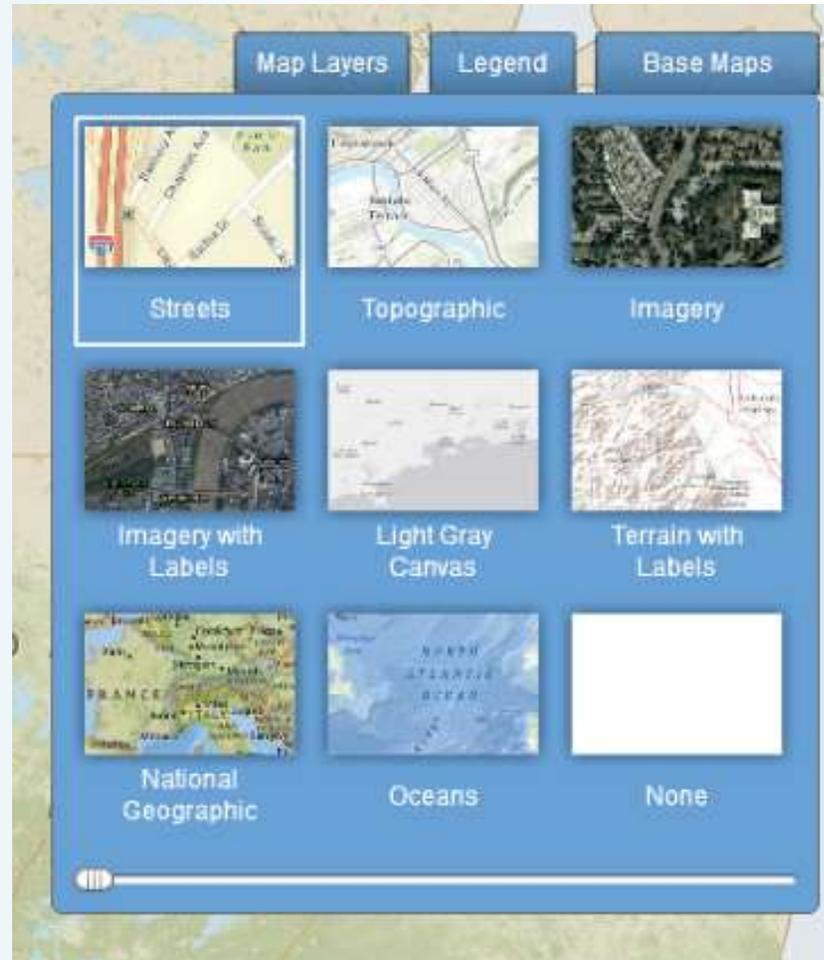
- Base Maps are provided by ESRI and copyright applies
- Streets view is the default, however can switch to any view by clicking the base map
- The map transparency bar at bottom allows you to blend base maps together



Overview Map

- A popup window appears when arrow in the far bottom right hand corner is clicked
- Will display your location in contrast to the large scale map, in order to determine where and what part of the map you are viewing

Mapsearch - Tools



Bulk Information Services

ISC offers various types of large volume information options including:

Standard Offerings

Standard Title Records – csv format.

Standard Interest Records – csv format.

Bulk Title Prints – pdf format.

Bulk Parcel Picture – pdf format.

Customized Services

Customer-defined data extracts – Any subset of title, interest records or search results e.g.:

By client number or name or location.

By client number or name with a further custom breakdown (e.g. all registered titles and/or interests held by a company lying between Township 10 and 16 - Range 2 – West of the 3rd Meridian).

Note: There are restrictions to the data we can provide.

Summary

Goals Reviewed:

- Introduce ISC and the Land Registry.
- Demonstrate efficient ways to search titles and interests.
- Answer questions you may have.



How Can We Help You?

The main point of contact for all ISC questions and inquiries:

Customer Support (Call Centre)

- Email: ask@isc.ca
- Toll Free: 1-866-ASK-ISC1 (1-866-275-4721)
- www.isc.ca

Additional Support:

Customer Relationship Manager

Kevin Kleckner
1301 1st Avenue
Regina, Saskatchewan
S4R 8H2
kevin.kleckner@isc.ca
306-787-4646

