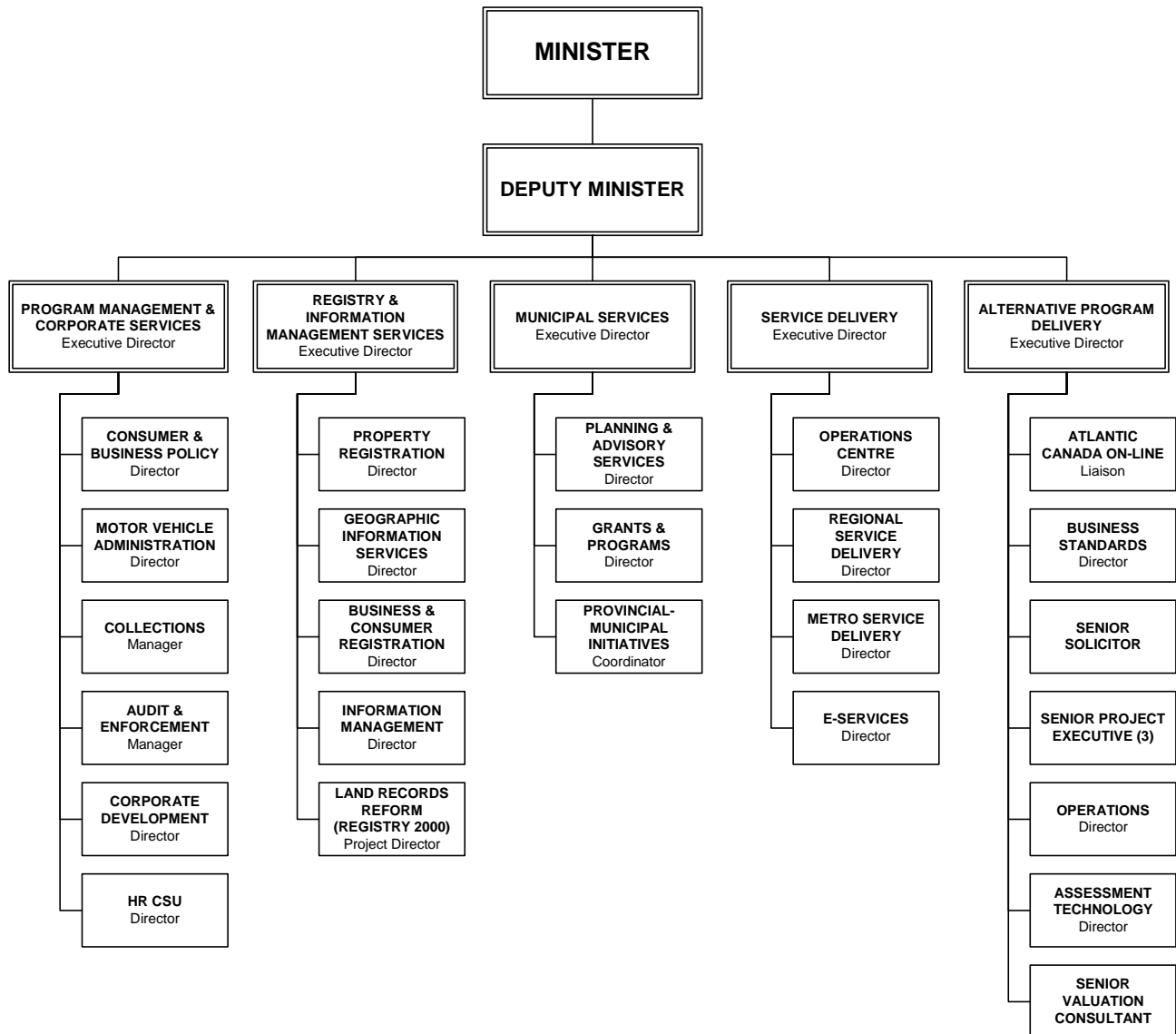


Department of Service Nova Scotia and Municipal Relations



Responsibilities

Service Nova Scotia and Municipal Relations consists of five divisions with key program responsibilities for Registry of Motor Vehicles; Consumer Services; Information Services; Business Licensing (Nova Scotia Business Registry); Registry of Joint Stocks; Registry of Deeds; Taxation and Revenue; Vital Statistics; Assessment Services; Geographic Information Services; and Municipal Services.

PROGRAM MANAGEMENT AND CORPORATE SERVICES

Responsible for most of the programs offered by the department. This includes strategic direction for the program, program development, enforcement and public awareness, as well as the related legislation, regulations and policies necessary for each program. The division is also accountable for business planning, quality assurance, administration, central agency liaison and human resource support.

REGISTRY AND INFORMATION MANAGEMENT SERVICES

Leads the development of the province's information infrastructure, including core databases, policies and standards, and systems; collects, processes, and provides public access to records relating to land, companies, and individuals; and manages the province's primary geographic information database.

MUNICIPAL SERVICES

Provides advice to government regarding local government-related matters.

Manages relationships with and provides support to municipal units by acting as their window into government, providing advice and assistance with administration, financial management, building safety, land-use planning and partnerships, and by administering operating and capital grant programs.

SERVICE DELIVERY

Manages the customer access to departmental services through all channels, including in-person, phone, Internet, and mail.

ALTERNATIVE PROGRAM DELIVERY

Responsible for developing innovative partnerships within the provincial government to deliver services on behalf of government.

It also includes Assessment Services, which prepares assessments for municipalities as well as files and defends the assessment across the province.

Acts Administered

- *Assessment Act*
- Part X of the *Bankruptcy and Insolvency Act* (Canada)
- *Business Electronic Filing Act*
- *Cemetery and Funeral Services Act*
- *Change of Name Act*
- *Collection Agencies Act*

- *Communications and Information Act, Section 5 (c) and (d)*
- *Companies Act*
- *Condominium Act*
- *Consumer Creditors' Conduct Act*
- *Consumer Protection Act*
- *Consumer Reporting Act*
- *Consumer Services Act*
- *Cooperative Associations Act*
- *Corporations Registration Act*
- *Direct Sellers' Regulation Act*
- *Embalmers and Funeral Directors Act*
- *Land Registration Act*
- *Limited Partnerships Act*
- *Lobbyists Registration Act*
- *Marketable Titles Act*
- *Mortgage Brokers' and Lenders' Registration Act*
- *Motor Vehicle Act* in so far as it relates to the Registrar of Motor Vehicles and the Registry of Motor Vehicles
- *Municipal Conflict of Interest Act*
- *Municipal Elections Act*
- *Municipal Finance Corporation Act*
- *Municipal Fiscal Year Act*
- *Municipal Government Act*
- *Municipal Grants Act*
- *Municipal Housing Corporations Act*
- *Municipal Loan and Building Fund Act*
- *Off-highway Vehicles Act* in so far as it relates to the Registrar of Motor Vehicles and the Registry of Motor Vehicles
- *Partnerships and Business Names Registration Act*
- *Personal Property Security Act*
- *Private Investment Holding Companies Act*
- *Real Estate Trading Act*
- *Registry Act*
- *Rental Property Conversion Act*
- *Rent Review Act*
- *Residential Tenancies Act*

- Part IV of the *Revenue Act* for administrative purposes
- *Rural Fire District Act*
- *Sales Tax Act* for administrative purposes
- *Societies Act*
- *Solemnization of Marriage Act*
- *Vital Statistics Act*