



# Citizen's *Guide*

CANTON DE HATLEY • A PLACE TO DISCOVER

## MUNICIPALITY OF CANTON DE HATLEY

4765, Capelton Road, Canton de Hatley (Quebec) J0B 2C0  
Telephone: 819 842-2977 / E-mail: [info@cantondehatley.ca](mailto:info@cantondehatley.ca)  
Monday to Friday, 8 a.m. to 12 noon and 1 p.m. to 4 p.m.

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# ENVIRONMENT

## ROLLING BINS

The blue bin (recyclables) and black bin (garbage) are sold by the municipality:

- 360 liter format
- Delivered directly to your home
- Check the price with the municipality



Brown bins for compostable material are provided free of charge. They remain municipal property.

## LARGE ULTIMATE WASTE PICK-UP

The large item collection is done once a year, please consult the pick up calendar for the exact date.

### Large items include:

- Canapés, divans, fauteuils
- Sofas, couches, armchairs
- Child's car seat
- Carpet, carpet underlay, linoleum (rolled in length of 1 m max)
- Tarp (rolled or folded)
- Pool cover (rolled or folded in pieces of 1 m max)
- Fiberglass (canoe, shower, etc. in pieces of 1 m max)
- Storm drains (in pieces of 1 m max)

Please put metallic object out about a week ahead as they are often picked up by recyclers. Items in a trailer will not be picked up. Renovation and construction materials are not accepted. These materials should be brought to the dump site directly.

## ORGANIC MATERIALS PICK UP

The brown bin pick-up (organic or compostable materials) is done every week from April to October. In winter, pickup is twice a month. Please check the pick up calendar.

### Organic materials include:

- From the kitchen: leftover fruits and vegetables, bread, meat, cheese, eggs, fish, etc.;
- From the garden: weeds, grass, leaves, plants, bark, wood chips, etc.;
- Other: animal litter, soiled paper or cardboard (pizza box), feathers, hair.

Visit the *accepted materials* section of the website for the complete list.

## RECYCLABLE MATERIALS PICK-UP

Recyclables are picked up every two weeks on Thursday. Please check the pick up calendar.

## ULTIMATE WASTE PICK-UP

Garbage is picked up every two weeks on Thursday, except in winter when there is only one collection per month (November to March). Please check the pick up calendar.

There is a maximum of one black bin per household. Any extra bin will be billed at the specified rate.

## CHRISTMAS TREE PICK UP



There is a special Christmas tree pick up on **January**. Please check the pick up calendar. Please put your tree out the night before.

## VOLUNTARY GLASS DEPOT



A specialized container for collecting glass is now available in the municipality's parking lot. This collection is done on a voluntary basis and aims to recycle domestic glass (bottles including wine and glass containers of all kinds excluding dishes, light bulbs and glass). *Please remove covers and caps.*

## COMPOST

Once a year, the municipality organizes a free distribution of compost. The compost comes from the organic materials collected in the brown bins. Compost is treated at the Barnston (Coaticook) ecocenter composting platform.





# ENVIRONMENT

## ECOCENTERS

Canton de Hatley residents now have **free access** to the Sherbrooke ecocenters. Proof of residence may be required. The list of accepted materials is available on the Sherbrooke web site.

### Écocentre Rose-Cohen

365, Pépin street, Sherbrooke  
(access by Portland blvd or by Industrial blvd)  
Jacques-Cartier burrough  
Information : 819 822-6033

### Écocentre Michel-Ledoux

1000, Léon-Trépanier street, Sherbrooke  
(access by Lavigerie blvd)  
Fleurimont burrough  
Information : 819 822-6010

Residents still have access to :

### Régie de Coaticook ecocenter and dump site

1095, Bilodeau Raod  
Coaticook (Barnston sector)  
1-877-535-9479

## CORKS RECYCLING

Recycle your natural corks (no synthetic or waxed corks) by dropping them in the box for this purpose at the reception of the Town Hall.

## REUSABLE HYGIENE PRODUCTS

Canton de Hatley offers a financial aid program to promote the use of reusable hygiene products. For information, please contact the municipality or check the web site.

## AGRICULTURAL PLASTICS



All the farms in the municipality have access to a free recycling program for agricultural plastics. The door to door collection is offered on a monthly basis.

Registration required with the municipality at 819-842-2977.

## ECOCENTER ACCEPTED ITEMS

### List of materials accepted at the Sherbrooke ecocenters :

- Mattresses, wooden furniture
- Electric devices, household appliances, clothing, textiles, bikes, books, sports equipment
- Electronic devices (televisions, computers, electronic toys, etc.)
- Wood (painted, treated, reusable or from pallets)
- Branches and pruning residues
- Lawn, dead leaves and other garden residues
- Non contaminated soil
- Christmas tree
- Renovation and construction materials (gypsum, chipboard or aluminium siding, insulation board, windows, ceramic and tile, etc.)
- Asphalt shingles
- Granular materials (rock, concrete, brick, asphalt)
- Recyclable materials accepted by selective collection (paper, cardboard, glass, plastic, metal containers, etc.)
- Metal, iron, aluminum, empty paint containers
- Gardening tools and electrical tools
- Automobile tires with or without wheel rims, bike tires without wheel rims
- Styrofoam (packaging and insulation styrofoam, rinsed and cleaned styrofoam food containers)
- Household hazardous waste (HHW) (paint, solvents, used oils, batteries, etc.)

## INK CARTRIDGE & CELL PHONE RECYCLING

You may deposit your old ink cartridges and cell phones at the Town Hall for recycling. All profits will go to the Mira Foundation.



## BATTERY RECYCLING

You may dispose of your household batteries at the Town Hall. Batteries are also accepted at the ecocenter and at the hazardous waste deposit.



## ENVIRONNEMENT

### SEPTIC TANK CLEANING



Since 2004, the municipality has undertaken the responsibility of cleaning septic tanks. The septic tank cleaning is done every two (2) years, on even years. The cost is on the tax bill. You will receive a personalized notice about 2 weeks before emptying.

## GENERAL INFORMATION

### OUTDOOR FIRE PERMIT

To obtain an open fire permit (no cost):

Régie incendie Memphrémagog Est

By phone: 819 838-5877 ext. 209

By internet form:

[regieincendieest.ca/feux-agrave-ciel-ouvert](http://regieincendieest.ca/feux-agrave-ciel-ouvert)



#### Outdoor fireplace with screen

AUTHORIZED at all times without a license

Outdoor fires contained in an outdoor fireplace fitted with a screen cover and resting on a stone base is authorized at all times. It is the responsibility of the person lighting the fire that the smoke does not bother the neighbors.

#### Open fire

AUTHORIZED with permit - low or moderate index

PROHIBITED high, very high or extreme index



#### Have you heard of the fire hazard index?

Every day and for each region, starting in the spring, the Society for the Protection of Forests Against Fire (SOPFEU) issues a fire danger index. We invite you to consult the [sopfou.qc.ca](http://sopfou.qc.ca) website before lighting an open fire.

## GENERAL INFORMATION

### CITIZEN INFO

The *Information* section of our website includes a variety of useful information that is not detailed in this guide. It includes, among other things, a section on community resources available in Canton de Hatley.

### REQUEST OR COMPLAINT

To make a complaint or request, please use our online form on the website: [cantondehatley.ca/en/information/request-or-complaint/](http://cantondehatley.ca/en/information/request-or-complaint/)

You can also reach Marie-Hélène Thébault, secretary-receptionist, at 819 842-2977 ext. 120 or by e-mail: [reception@cantondehatley.ca](mailto:reception@cantondehatley.ca)

### LOCAL BUSINESS



To encourage our local businesses and enterprises, don't hesitate to consult our website:

[cantondehatley.ca/en/information/businesses/](http://cantondehatley.ca/en/information/businesses/)

You will discover our agri-food producers, artists and craftpeople, classes, accommodations, construction and renovation companies, leisure and entertainment as well as professional services. You will be pleasantly surprised by the resources that exist in the Canton!

### DOMESTIC ANIMALS

In Canton de Hatley, the by-law concerning animals is applied by the S.P.A. de l'Estrie.

- If you have animals (dogs and cats) you must register them at the S.P.A.
- If you have a complaint concerning animal behavior, you may communicate directly with the S.P.A. that will intervene accordingly.

To reach the S.P.A. de l'Estrie: 819 821-4727.



# GENERAL INFORMATION

## CANADA POST & RURAL MAILBOXES

For any questions concerning mail, please contact Canada Post. Canada Post in North Hatley: 125 Main street, North Hatley 819 842-2923.

## PUBLIC SECURITY

- Emergency : 9-1-1
- Sûreté du Québec (police): 819 868-3666 / 310-4141
- Régie incendie Memphrémagog Est: 819 838-5877
- Sherbrooke fire department: 819 821-5517

Visit the *community resources* section of the website for more resources.

## BOAT STICKERS

Before putting a boat to water (motor boat, rowboat, canoe, kayak, etc.) on lake Massawippi and its affluents, each boat owner must get a user certificate (sticker).

- **Motorized boat:** (*Transport Canada permit required*)  
\$40 per boat for residents and property owners of Canton de Hatley  
\$25 each other one  
(\$350 for non-residents)
- **Non motorized boats:** \$5 per boat for everyone  
(2022 rates subject to change)

# RECREATION

## BIKE PATH AND CROSS-COUNTRY SKI TRAIL

### Bike path

The Massawippi sector of the Grandes Fourches is a 14 Km bike path connecting Sherbrooke to North Hatley. The path follows the Massawippi river and passes by the Mine Capelton and ends in North Hatley village.



### Cross-country ski trail and walk

The trail is maintained over a distance of 8 km, between the Mine Capelton and the Massawippi river dam, near North Hatley. A walking path is also maintained parallel to the ski path. Parking lots are available at Mine Capelton as well as at the end of Kingdom Road

## LIBRARY MEMBERSHIP REFUND

Library membership is admissible to a 100% refund, in accordance with the recreation policy for children of 17 years or under. Moreover, the municipality accepts to refund 50% of the membership of an adult, up to a maximum of \$100 per household..

### Date limit December 31

All refund requests must be made during the current year (the same year as the date of registration). This means all refund requests for a given year must be submitted by December 31<sup>st</sup>.

### Croque-livres

A book sharing box is installed at the Town Hall, near the main entrance. This book sharing box is available to the public and is intended for children and their families. Don't hesitate to take a book or put one in there for the benefit of other citizens!

## FAMILY DAY

Family day is a day for the family with inflatable games, make-up for children, hot dogs, show and entertainment. Fun for the whole family! The detailed program will be sent by mail to all residents, a few weeks before the event.

## RECREATION FOR EACH SEASON

Every season, the recreation service has a diversified program for residents. The program is mailed out to all residences and is available on the municipal web site. The program is available at the beginning of each season. To reach the recreation service: [admin@cantondehatley.ca](mailto:admin@cantondehatley.ca).

# RECREATION

## PARKS

Two parks are available to citizens. The **du Manège Park** is located at the end of du Manège street and includes soccer nets. The **Chaumière Park** is located on Haskell Hill road. It includes a volleyball net.

The parks have structures allowing youth to enjoy themselves safely: swings for all ages, a sandbox, climbing structures, basketball net and other attractions.



## SKATING RINK

The skating rink is located in North Hatley's River Park and accessible to all Canton de Hatley citizens.

## RECREATION SURTAX REFUND

The municipality refunds **100% of the surtax** paid when registering for recreational activities, up to \$150 per child per year.

### Admissible expenses

All recreational, cultural and sports activities are admissible, except those already offered by the Canton de Hatley or child care services.

### Admissibility

Only children of 17 years or younger that live in Canton de Hatley are admissible to a refund. Proof of residence required.

You must submit the original receipt, identified by the organization or municipality and signed by an authorized representative.

A minimal amount of 25 \$ of surtax is required to obtain a refund. It is possible to cumulate receipts during the year to reach the minimum amount.

### Deadline December 31

All refund requests must be made during the current year (the same year as the date of registration). This means all refund requests for a given year must be submitted by December 31<sup>st</sup>. The Canada Post stamp will be proof if sent by mail.

## TRAILS AND RIVER MASSAWIPPI

Many trails are available in Canton de Hatley :

- 4 km multi-use trail to the north of the bike path, access by Kingdom road
- Walking only trail by the Massawippi river, access by Kingdom road
- Eustis-Smerdon trail, access at the end of Eustis road
- Massawippi Foundation Scowen park trails, access by Capelton road, near North Hatley

Two accesses to the Massawippi river are available :

- At the end of Kingdom road
- At the Capelton Mine site on Capelton road



# PERMIT & LAND PLANNING

## BUILDING INSPECTOR

The inspectors are responsible for the application of urban development (zoning, subdivision, construction, issuance of permits and certificates of authorization) and those related to the environment. To meet with one of the inspectors, it is suggested to make an appointment.

### Éric Gravel

Building and environment inspector  
urbanisme@cantondehatley.ca

### Vincent Maurice-Kiepora

Environment and building inspector  
environnement@cantondehatley.ca

## TEMPORARY GARAGE

Between October 15<sup>th</sup> and April 15<sup>th</sup>, it is allowed to install a maximum of two (2) temporary car shelters for a maximum of two (2) cars per property. Outside of that period, the car shelters are not allowed.

# PERMITS & LAND PLANNING

## LAND PLANING COMMITTEE

The «Loi sur l'aménagement et l'urbanisme (LAU)» allows municipalities to establish a land planning committee (Comité Consultatif en Urbanisme) The CCU's responsibilities are:

1. To formulate a recommendation on all minor derogation requests;
2. Formulate a recommendation on all issues concerning land planning or submitted in relation to the by-law concerning architectural integration and implementation;
3. Make recommendations concerning the modification or application of by-laws submitted;
4. Study and make recommendations concerning permit and certificate requests submitted by the inspector.

This committee is made up of 4 residents, 2 municipal councillors and the mayor or his replacement. The inspector is a member but does not have a vote.

## ACCESS TO YOUR PROPERTY

A property owner must obtain a permit to build an access from the road to his property. The minimum width for an access is 6 meters at the surface and the minimum diameter for a culvert is 45 centimeters (18").

The municipality may require a wider diameter according to the public works manager estimate. In some cases, a resident may be required to get the approval of an engineer. An access may be refused if the location is dangerous because of poor visibility.

For an access permit:

To complete the form, see the *Land management / Access permit to your property* section of the website.

819 842-2977

reception@cantondehatley.ca

## Cost and delay for permits

Permits & certificates	D	Cost	Validity
<b>Construction</b>			
Works up to 9 999 \$	60	20 \$	12 months
Works of 10 000 \$ & more	60	2 \$ per 1 000 \$	12 months
Demolition of a building	30	20 \$	3 months
Moving a building	30	20 \$	6 months
<b>Repairs &amp; renovations</b>			
Works up to 9 999 \$	30	20 \$	6 months
Works of 10 000 \$ & more	30	2 \$ per 1 000 \$	6 months
Change of usage for a building and road construction	30	20 \$	6 months
Construction, modification or installation of a sign unless authorization is not required	30	20 \$	3 months
Any work done on the shore line of lake, river or the littoral zone (including landscaping) as defined by the zoning regulations	30	20 \$	3 months
Pool installation	30	20 \$	3 months
Septic installation and well drilling	30	20 \$	3 months
Tree cutting	30	20 \$	24 months
Lot subdivision *	60	20 \$/lot	12 months

D = Delay in days for issuing the permit

\* Fee applicable (10 % of the land value) for *parcs, terrains de jeux et d'espaces naturels* (Parks, playgrounds and natural spaces)



## PERMITS & LAND PLANNING

### WORKS REQUIRING A PERMIT

Here is a list of the works requiring a permit or certificate of authorization:

- Building construction;
- Building addition or transformation;
- Building repair;
- Building demolition;
- Building displacement;
- Septic installation;
- Tree cutting;
- Sign installation, modification or repair;
- Pool installation;
- Work done on the shore line of a lake, river or littoral zone;
- Cadastral operation (subdivision);
- Usage change for an immovable;
- Road construction;
- Access to your property from the public road (culvert);
- Well drilling.



The list is not exclusive or complete, so it is recommended that you contact the municipality before starting any work on your property. You will also find the forms and information documents in the Permits and urban development section of our website.

## MUNICIPAL COUNCIL

### COUNCIL MEETING CALENDAR

Public meetings are held the first Tuesday of each month, at 7 p.m. except in case of holidays, when the meeting is held the following Monday. They are held at the city hall at 4765, Capelton Road, except otherwise specified.

In the Canton de Hatley, there are no electoral districts, so each councilor represents all citizens. To contact a municipal councillor by email, please use the municipality's general address [info@cantondehatley.ca](mailto:info@cantondehatley.ca) and specify to whom the message is addressed. The email will be forwarded.

## MUNICIPAL COUNCIL



VINCENT FONTAINE, maire  
[maire@cantondehatley.ca](mailto:maire@cantondehatley.ca)



PATRICK CLOWERY  
Seat 1



JACQUES LAMBERT  
Seat 2



JACQUES BOGENEZ  
Seat 3



MARYSE GAUDREAU  
Seat 4



DANIELLE CÔTÉ  
Seat 5



SYLVIE CASSAR  
Seat 6