



The Corporation  
of the Township  
of Chapple

# APPLY FOR MUNICIPAL COUNCIL!

**Deadline for Applications:**

*Monday, September 29th, 2025*

TERM: From appointment to  
November 2026.

## Make a Difference!



For applications and more, please  
visit: [www.chapple.on.ca/council/](http://www.chapple.on.ca/council/)  
OR visit us in person at 54  
Barwick Road

## The Three Roles of a Councillor

1. Representative
  - Act as the voice of your constituents by understanding and advocating for their concerns and priorities.
  - Maintain open lines of communication and build trust through community engagement.
2. Policy-Maker
  - Develop and vote on policies, by-laws, and budgets. Use research and staff input to guide strategic choices that shape the municipality's direction.
3. Steward
  - Provide oversight on how public resources are managed. Monitor operations, ensure transparency, and uphold accountability across all municipal activities.



## Why run for council?

**Leadership Opportunity**

Be part of shaping your community's future by influencing development, infrastructure, and social programs.

**Civic Responsibility**

Take an active role in democratic governance at the local level.

**Public Engagement**

Connect with residents, community groups, and stakeholders to understand and represent diverse perspectives.

**Impactful Decision-Making**

Help determine how local tax dollars are spent and what services are prioritized.

## Council/Staff Working Relationship

Understanding the division between council and administration is key to effective governance.

**Council's Role:**

- Establish policies, priorities, and budgets.

- Provide leadership and strategic direction.
- Make final decisions on matters affecting the municipality.

#### Staff's Role:

- Implement council's decisions.
- Provide expert advice and technical information.
- Manage day-to-day operations and ensure service delivery.

Councillors must rely on staff expertise to inform decisions while avoiding interference in operational matters.

## Time Commitment

Being a councillor requires significant time and dedication. Duties include:

- Attending regular and special council meetings.
- Participating in standing or advisory committees.
- Preparing for meetings by reading agendas, reports and legislation.
- Engaging with constituents and addressing their concerns.
- Representing the municipality at events and functions.

## General Information

### Meetings

Currently, regular council meetings take place at **9:00am on the second Tuesday of every month**. Council may choose to change this date and time to accommodate councillor availability.

### Remuneration

Currently, councillors are remunerated **\$216.30 per council meeting**, plus **mileage at \$0.72 per km**. Remuneration is considered taxable income and is paid out in December unless otherwise requested.

## Additional Info

For more information, please visit the sites below OR visit us in person at 54 Barwick Road.

### 1. Civic Web Portal

To view examples of agendas and minutes from previous council meetings.



<https://chapple.civicweb.net/Portal/>

### 2. The Procedural By-Law

To view the current procedural by-law.



<https://chapple.on.ca/laws/>

## How to Apply

Interested individuals may apply by submitting a **Personal Statement, Council Vacancy Application Form, and Declaration of Qualification Form** IN PERSON, along with valid identification, to the Clerk or designate.

Applications are available through the municipal website (QR code and link-below), as well as in person or by email.

Applications must be received by 4:00 p.m. local time on **Monday, September 29, 2025**, at:

Township of Chapple Municipal Office  
54 Barwick Road  
Barwick, ON

For an application or more information, please contact:

Cindy Nielson, CAO/Clerk-Treasurer  
Phone: 807-487-2354 Ext. 3  
Email: [cao@chapple.on.ca](mailto:cao@chapple.on.ca)

## Make a Difference!



For applications and more, please visit: [www.chapple.on.ca/council/](http://www.chapple.on.ca/council/)  
OR visit us in person at 54 Barwick Road