

## Council Delegation Request Form

Please complete the following information if you wish to make a presentation during a regular meeting of Council.

Meetings are held in the Council Chamber, Oxford County Administration Building, 21 Reeve Street, Woodstock. Parking is available in the municipal lot on Peel Street at the cost of \$2/day. [Click here for a list of upcoming meetings.](#)

Delegations take place at the beginning of the meeting and are allowed 15 minutes for their presentation after which the Warden opens the floor to questions from Council.

Please note the following:

- Information provided on this form will be publicly available;
- Council meetings are publicly broadcast;
- Delegation Requests will only be granted for those wishing to speak to subject matter which is directly aligned with Oxford County services and/or Strategic Goals.

### Delegation information:

<b>Organization's Name (if applicable)</b>	Southwestern Public Health
<b>Name and Title of Primary Contact / Main Presenter</b>	Dr. Ninh Tran, Medical Officer of Health
<b>Street Address</b>	1230 Talbot Street, St. Thomas, ON
<b>Daytime Contact Number</b>	5197773731
<b>Email</b>	wlee@swpublichealth.ca

### Presentation Details:

<b>Date you wish to present to Council</b>	Wednesday, May 14, 2025
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<b>How would you like to attend the Council meeting?</b>	<input checked="" type="radio"/> In-Person
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Those wishing to attend the meeting in-person are required to attend a briefing session with a member of the Clerk's Dept. 15 minutes prior to the meeting.

Those wishing to participate virtually are required to log in 15 minutes prior to the meeting.

<b>If attending an in-person council meeting , do you or any members of your party require accessibility accommodations?</b>	No
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**Use the space below to clearly outline the purpose for your presentation to council. Provide a brief outline of your subject matter including your suggested outcome**

Dear Warden Ryan and Members of Council,

On behalf of Southwestern Public Health, we are writing to formally request a delegation to an upcoming meeting of Oxford County Council. We would like the opportunity to provide County Council an update on the current measles outbreak in the region and outline the steps being taken to protect the health of our communities.

The delegation, led by Dr. Ninh Tran, Medical Officer of Health, will include:

- A summary of confirmed measles activity in the region;
- The public health response and risk mitigation strategies underway;
- Key messaging we are sharing with the community to promote awareness and encourage vaccination;
- Ways the County can support and amplify public health messaging amplify.

Our goal is to ensure County Council is well-informed about the current situation and our response efforts. We also want to provide County Council with tools to support resident inquiries and reinforce the importance of immunization and outbreak prevention.

Thank you for considering our request. Please let us know if an alternate date would be preferred.

Sincerely,

Dr. Ninh Tran, Medical Officer of Health and Cynthia St. John, Chief Executive Officer

**Will you be providing any electronic information (i.e. a presentation) beyond your summary above?**

Yes

If YES please note it must be provided to the Clerk’s department no later than 4:30 p.m. on the Wednesday prior to the meeting (one week prior to the meeting) in order to be included in the public agenda.

**Have you appeared before council to discuss the same topic in the past?**

No

Please contact the Clerk’s office at 519-539-9800 or email the Clerk's office (clerksoffice@oxfordcounty.ca) if you have any questions or concerns. Personal information on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, as amended. Questions about the collection of personal information should be directed to the CAO / Clerk’s Office, County of Oxford.