

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:

Organization's Name (if applicable)	Association of Ontario Road Supervisors
Name and Title of Primary Contact / Main Presenter	Kelly Elliott
Street Address	c/o Oxford County Road Supervisors Association
Daytime Contact Number	5198730374
Email	kellyelliott@aors.on.ca

Presentation Details:

Date you wish to present to Council	Wednesday, May 14, 2025
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How would you like to attend the Council meeting?	<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.

If attending an in-person council meeting, do you or any members of your party require accessibility accommodations?	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

I am writing to respectfully request a delegation to Oxford County Council at an upcoming meeting to speak about the 2025 AORS Municipal Public Works Trade Show, taking place June 4–5, 2025 at the Woodstock Fairgrounds, proudly hosted by the Oxford County Road Supervisors Association.

The purpose of the delegation is to:

- Promote this exciting event and its value to municipalities across Ontario
- Showcase the Oxford County region and the excellence of its public works professionals
- Extend a warm invitation to all members of Council to attend

With over 300 exhibitors expected and more than 2,000 attendees over two days, the AORS Trade Show is one of the largest of its kind in Ontario, offering unmatched opportunities to explore the latest in public works equipment, technology, and services.


We believe your Council will benefit from learning more about the show and how it supports innovation, collaboration, and professional development in the municipal public works sector.

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.

If YES, please upload here (Allowed extensions pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, png, tif)

 AORS Trade Show - Council Presentati....pdf

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.