

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)	Alzheimer Society Southwest Partners
Name and Title of Primary Contact / Main Presenter	Steph Ouellet CEO
Street Address	435 Windermere Rd London ON N5X 2T1
Daytime Contact Number	2263771043
Email	steph.ouellet@alzswp.ca
Name and Title of Other Presenter (if applicable)	TBD (it will be one of our board members)

Presentation Details:

Date you wish to present to Council	Wednesday, November 12, 2025
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How would you like to attend the Council meeting?	<input 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?	<input type="radio"/> 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 would like to provide an update on the work of the Alzheimer Society Southwest Partners (AlzSWP) in Oxford County, including our programs, community partnerships, and impact supporting people living with dementia and their care partners. The presentation will also highlight opportunities for collaboration with the municipality to raise awareness, foster dementia-friendly communities, and encourage local representation on our volunteer Board of Directors for 2026-2027.

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)

ALZSWP_Oxford.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.