

Internal memo

Community Services Department



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Date: May 12, 2025
To: Grand River Accessibility Advisory Committee (GRAAC)
From: LoriAnn Palubeski, Manager Program & Resource Services, City of Kitchener
cc: GRAAC Staff Coordinating Committee
Subject: Terms of Reference – Status Update

Kitchener staff sincerely appreciate the valuable engagement of Committee members throughout the Terms of Reference process. The feedback that was raised by the Committee and discussed at the April meeting has now been received, and staff are in the process of reviewing that feedback. Some of the suggestions provided extend beyond the initial scope of consideration, and staff are taking the necessary time to thoroughly review this input to ensure a well-informed approach before bringing the Terms of Reference back for the Committee's consideration.

Due to agenda publishing timelines, staff anticipate presenting the Terms of Reference for the Committee's review at the September GRAAC Meeting. We look forward to continuing this collaborative effort and appreciate the Committee's patience and commitment to shaping a strong Terms of Reference.