

COMMUNITY AND CORPORATE AFFAIRS COMMITTEE AGENDA

Meeting #: CCA-09-2018
Date: Monday, August 27, 2018, 3:00 p.m.
Location: Halton Hills Town Hall, Council Chambers
1 Halton Hills Drive
Members: Mayor R. Bonnette, Councillor C. Somerville, Councillor J. Fogal,
Councillor T. Brown, Councillor D. Kentner, Councillor A. Lawlor,
Councillor J. Hurst

Pages

1. CALL TO ORDER
2. DISCLOSURE OF PECUNIARY INTEREST
3. COMMITTEE DELEGATIONS/PRESENTATIONS

a. Lee Puddephatt, Community Librarian

Presentation to Committee regarding Virtual Reality. (Refer to Item 4a of this agenda)

(PowerPoint)

4. REPORTS & MEMORANDUMS FROM OFFICIALS

Vet Reports to be considered by the Community and Corporate Affairs Committee

Reports will be automatically held when there is a presentation or delegation on the matter.

a. REPORT NO. LIB-2018-0005 (AUTOMATIC HOLD)

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LIBRARY SERVICES REPORT NO. LIB-2018-0005 dated May 28, 2018 regarding Virtual Reality.

b. REPORT NO. ADMIN-2018-0024

9

OFFICE OF THE CAO REPORT NO. ADMIN-2018-0024 dated July 12, 2018 regarding Request from Suzanna Steblaj for a variance to the Fence By-Law 2002-0060, as amended, at 2 Silver Pond Drive, Town of Halton Hills.

c. **MEMORANDUM RP-2018-0001**

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RECREATON AND PARKS MEMORANDUM NO. RP-2018-0001 dated
July 9, 2018 regarding Expansion of Greenwood Cemetery Columbaria.

5. **CLOSED SESSION**

Committee to Convene into Closed Session if necessary.

6. **RECONVENE INTO OPEN SESSION**

Motion to approve items pertaining to Closed Session.

7. **ADJOURNMENT**

REPORT

REPORT TO: Mayor Bonnette and Members of Council

REPORT FROM: Lee Puddephatt, Community Librarian

DATE: May 28, 2018

REPORT NO.: LIB-2018-0005

RE: Virtual Reality

RECOMMENDATION:

That Report No. LBD-2018-010 dated May 28, 2018 regarding Virtual Reality be received for information.

BACKGROUND:

Public libraries are often the conduit through which community members gain access to new and sometimes cost-prohibitive technology. In 2017, the Halton Hills Public Library introduced, at no cost to our patrons:

- circulating internet hotspots (WiFi To Go)
- Cricut cutting machine – die-cutting machine
- Playstation 4 gaming system
- Laptops for in-house use
- Osmo gaming system – iPad accessory for gaming
- Ozobots – miniature robots

Virtual Reality (VR) is the latest innovative technology trend that has the potential to enhance the library's program offerings across all demographics and promote digital literacy throughout the Halton Hills community. Through the Improving Library Digital Services (ILDS) Grant received from the Provincial Ministry of Culture, Tourism and Sport, the Halton Hills Public Library has purchased Virtual Reality (VR) equipment and software applications that will improve access to digital resources and services in the Halton Hills community.

COMMENTS:

What is Virtual Reality?

According to industry professionals, Virtual Reality systems make it possible to experience nearly anything, anywhere, anytime through immersive technology that can convince the human brain it is somewhere it is really not. Users wear head-mounted displays that immerse them into a fully interactive, virtual world. Using state-of-the-art digital software applications, users can participate in virtual activities that range in scope from gaming, to artistic pursuits, to cultural experiences.

Virtual Reality systems in public libraries have become increasingly common since their launch in 2016, primarily as a means to provide free and equitable access to new and emerging digital resources. There are many ways in which libraries can offer Virtual Reality programming. The Halton Hills Public Library has implemented three different access points to Virtual Reality, all designed to accommodate on- and off-site programming and outreach opportunities: HTC Vive room-scale Virtual Reality system; Bluetooth-enabled mobile Virtual Reality headsets with smartphones; and the Play Station 4 Virtual Reality Gaming system.

What are the benefits?

The Halton Hills Public Library has used this VR equipment to facilitate digital innovation, recreation, and education opportunities through demographically-targeted program and outreach opportunities, including:

- Collaborating and partnering with local youth (age 12-18) to form a Teen Advisory Committee responsible for conducting a Virtual Reality "focus group" that tested the equipment and games, helped identify problems associated with proposed programming ideas, and offered solutions to some of the challenges faced in engaging the youth demographic;
- Coordinating and facilitating Virtual Reality programs in partnership with Off the Wall and Open Door Youth Centres.
- Developing Virtual Reality "pop-up" children's programming ideas to incorporate access to technology and digital resources using educational apps, such as Google Expeditions;
- Facilitating a library-wide "Retro Gaming Day" high profile event in partnership with The PC Gaming Museum to educate the community about the history of digital technologies, and provide free access to the latest technology trend, Virtual Reality;
- Partnering with schools and community organizations to showcase Virtual Reality as a digital literacy initiative at open houses, trade shows, and other public events held throughout the Town of Halton Hills;

- Coordinating and facilitating Virtual Reality programs in partnership with long-term care facilities for seniors with cognitive, physical, and emotional challenges that prevent them from experiencing the world outside their residential facility;
- Coordinating and facilitating Virtual Reality programs in partnership with recreational active living centers for older adults to encourage new experiences using technology, and engagement with their community resources;
- Training staff members on Virtual Reality technology and applications, troubleshooting the equipment, developing accessible user guides, and instructing members of the public on its use.

The demographic group that Virtual Reality programming has impacted the most in the Halton Hills community is older adults over the age of 55. Seniors who are limited by accessibility or cognitive issues can gain access to films, concerts, museums, and travel destinations through Virtual Reality programs in the library, at senior's centres, or out in the community. Following an extensive research period on the social and emotional benefits of Virtual Reality applications for isolated seniors, The Halton Hills Public Library partnered with Extendicare, a long-term care facility serving seniors in Georgetown, to provide an outreach program geared to residents with limited mobility.

First, Library staff visited the long-term care facility to conduct training with Extendicare employees on the use of mobile Virtual Reality headsets with seniors. Then, staff from the Library returned and coordinated with Extendicare staff to offer monthly VR programming sessions for residents. Residents participated in hour-long sessions, in which they were offered multiple opportunities to experience various Virtual Reality experiences.

The results have been remarkable. One resident in a wheelchair enjoyed a VR travel application where she could take virtual trips around the world, including to the Cayman Islands where her son and his family had recently travelled. Another resident, who lives with aphasia, spun in circles while taking a virtual trip to Paris, reaching beyond her Virtual Reality headset and repeating "Oh la la!" An application allowing viewers to virtually attend The Royal Ballet transfixed a resident for the entirety of a performance. Staff will continue to facilitate this program to long-term care residents, providing access to the Virtual Reality equipment for a minimum of ten participants at least once each month.

In addition to providing access to these digital resources at long-term care facilities, the Halton Hills Public Library has also partnered with the Hillview Active Living Centers in Acton and Georgetown to provide Virtual Reality programming for older adults using these recreational facilities for social interaction. Staff has coordinated themed weekly drop-in programming opportunities using the mobile VR headsets to expose participants to various Virtual Reality experiences, including: sports events; music concerts; plays and theatrical productions; and visits to areas of cultural interest, such as art galleries, operas, and museums.

Both of these facilities will host a Virtual Reality Extravaganza event to celebrate National Seniors Month in June, and have invited the Halton Hills Public Library to set

up the HTC Vive Virtual Reality Gaming system for participants to experiment with room-scale VR experiences, such as creating virtual, three-dimensional artwork using the Google Tilt Brush application.

How to access?

HHPL staff has been showcasing the Virtual Reality equipment through in-house library programs, and participation in local community events. Following the official launch date of the Virtual Reality system on June 9th, 2018, HHPL will host scheduled programming timeslots each week at the Georgetown and Acton branches for all members of the Town of Halton Hills community to participate, free of charge.

These Virtual Reality systems have already dramatically changed the ways in which the Halton Hills Public Library can interact with the local community. The addition of specialized Virtual Reality technology equipment solidifies our position as an innovative digital hub that provides access to high quality programs and services, and an essential space for people to access technology, cultural experiences, and community connections. We have expanded our ability to engage with members of hard-to-reach demographics through partnerships with local organizations, and proven that our Library can evolve alongside new and emerging technology.

HHPL's Teen Librarian established small focus groups with the Teen Advisory Committee and created survey questions to ascertain the most effective ways to engage the youth demographic. Staff learned that teens prefer collaborative games and bookable programming time slots versus our original premise that this age group would prefer single-player games and drop-in sessions; this data has influenced the ways in which our summer programming for youth will be offered.

In addition to providing access to digital resources within the Library, the portable nature of this technology allows a greater outreach impact. The Library has taken the Virtual Reality system out into the community to engage members where they live, work, and play, expanding our ability to provide services and resources. Staff are able to bring the system to schools, events, and youth centers, such as the Open Door Georgetown Youth Drop-in and the Off the Wall Acton Youth Drop-in, for off-site programming opportunities. As noted above, the Community Librarian has taken the VR equipment to long-term care facilities where isolated seniors are able to experience the world outside their residences.

RELATIONSHIP TO STRATEGIC PLAN:

The recommendation within this report supports the Town's Strategic Goal:

1. Municipal Service Delivery: Effective, efficient and economical delivery of the Town's existing services.
2. Sustainability: Address the Social Sustainability Pillar focused on improved services for seniors, youth and the disabled.

It supports the Halton Hills Public Library Board's Strategic Plan 2017-2022 related to:

1. Cultivate and deliver leading-edge resources and expertise so residents can realize their life goals and contribute to a healthy and thriving community
2. Deliver the distinctive HHPL experience where key audiences gather
3. Position the Library as a significant contributor to the local cultural sector and, as a trusted vital community asset
4. Raise awareness of the Library's many non-traditional programs and services
5. Strengthen connections with partners and community innovators

FINANCIAL IMPACT:

There are no direct no financial impact directly associated with this report.

CONSULTATION:

Staff consulted with other Library systems that have launched similar Virtual Reality services including the Kitchener Public Library, Toronto Public Library, Idea Exchange, and Wellington County Public Library. Staff also consulted with businesses offering Virtual Reality platforms, including CTRL V in Waterloo and Guelph, and Google in Waterloo.

PUBLIC ENGAGEMENT:

There has been no public engagement associated with this report.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report advances the Strategy's implementation.

This report supports the Social Well-being pillar of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is excellent.

COMMUNICATIONS:

There are no direct communication implications associated with this report.

CONCLUSION:

There has been a significantly positive response since introducing the Virtual Reality system to the Halton Hills community. The Library's social media platform statistics illuminate the online engagement of our followers when information about our Virtual Reality equipment acquisition was shared. During the month of April, HHPL's Marketing

and Communications Specialist published four posts on the Library's Facebook and Twitter pages, resulting in an online reach of 4336 users, and a total engagement of 102. The Independent Free Press newspaper ran a story on the upcoming launch of Halton Hills Public Library's Virtual Reality launch and associated programming on April 20th, 2018, which helped raise the profile of the Library's digital resources acquisition and create buzz about our upcoming launch. We have also been able to share the new and dynamic programs and services that the Library offers its members by providing access to digital resources at community events, including the At Home in the Hills show where 103 attendees tried Virtual Reality in a public space.

As the library continues to expand the depth and breadth of Virtual Reality programming, increased exposure to innovative digital resources and services will make a difference in our community for youth, seniors, and lifelong learners

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "Geoff Cannon", with a stylized flourish at the end.

Geoff Cannon, Director of Library Services

A handwritten signature in black ink, appearing to read "Brent Marshall", with a stylized flourish at the end.

Brent Marshall, CAO

REPORT

REPORT TO: Chair and Members of the Community and Corporate Affairs Committee

REPORT FROM: Amedeo Caprara, Municipal Law Enforcement Officer

DATE: July 12, 2018

REPORT NO.: ADMIN-2018-0024

RE: Request from Suzanna Steblaj for a variance to the Fence By-Law 2002-0060, as amended, at 2 Silver Pond Drive, Town of Halton Hills

RECOMMENDATION:

THAT Report No. 2018-0024 regarding a request from Suzanna Steblaj for a variance to the Fence By-Law 2002-0060 as amended, at 2 Silver Pond Drive, Town of Halton Hills be received;

AND FURTHER TO THAT the fence variance in Report No. 2018-0024

a) be granted to Suzanna Steblaj, 2 Silver Pond Drive, as requested;

OR

b) be granted to Suzanna Steblaj, 2 Silver Pond Drive, with conditions as set out in the decision of Council;

OR

c) not be granted to Suzanna Steblaj, 2 Silver Pond Drive

BACKGROUND:

The municipality has enacted legislation that controls the height of fences within the municipality, under the authority of the Municipal Act, 2001. Suzanna Steblaj, property owner of 2 Silver Ponds Drive, is seeking relief from the by-law which restricts the height of a fence in the rear yard to not exceed 2.13 metres (7 feet) in height. The owner proposes a 2.75 metres (9 foot) solid wood privacy fence.

COMMENTS:

The variance is described in the following table:

By-law Requirement	Variance Requested	Reason for Variance
The maximum height of a fence in the rear yard is 2.13 metres (7 feet) in height.	To replace the existing 2.13 metres (7 feet) with a 2.75 metres (9 foot) fence in the rear yard along Danby Road.	The vehicular traffic along Danby Road has significantly increased as a result of the newly open access to Eighth line.

The subject property is zoned LDR1-3. It is a single family dwelling located on the corner of Silver Pond Drive and Danby Road. The properties adjoining this property to the rear and side are also single family dwellings.

Attached for Council's information, are copies of:

- GIS Map indicating subject property (Appendix A)
- The completed Variance Application (Appendix B)

RELATIONSHIP TO STRATEGIC PLAN:

The report is operational in nature and has no direct link to the Strategic Plan.

FINANCIAL IMPACT:

There is no financial impact associated to this report.

CONSULTATION:

Town of Halton Hills Engineering staff was consulted regarding safety concerns and sight line obstructions. No traffic or safety concerns were found.

PUBLIC ENGAGEMENT:

This is a by-law matter where no public engagement is required.

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The recommendation outlined in this report is not applicable to the Strategy's implementation.

COMMUNICATIONS:

The applicant has been informed of the Committee meeting date, time and location and will be notified of the Committee's decision.

CONCLUSION:

The Town of Halton Hills By-Law 2002-0060 regulates fences. A fence with a maximum allowable height of 2.13 metres (7 foot) in the rear yard is permitted on this property. The applicant is requesting to build a 2.75 metres (9 foot) fence in a portion of the rear yard.

Reviewed and Approved by,



Susie Spry, Acting Supervisor of Enforcement Services



Suzanne Jones, Clerk & Director of Legislative Services



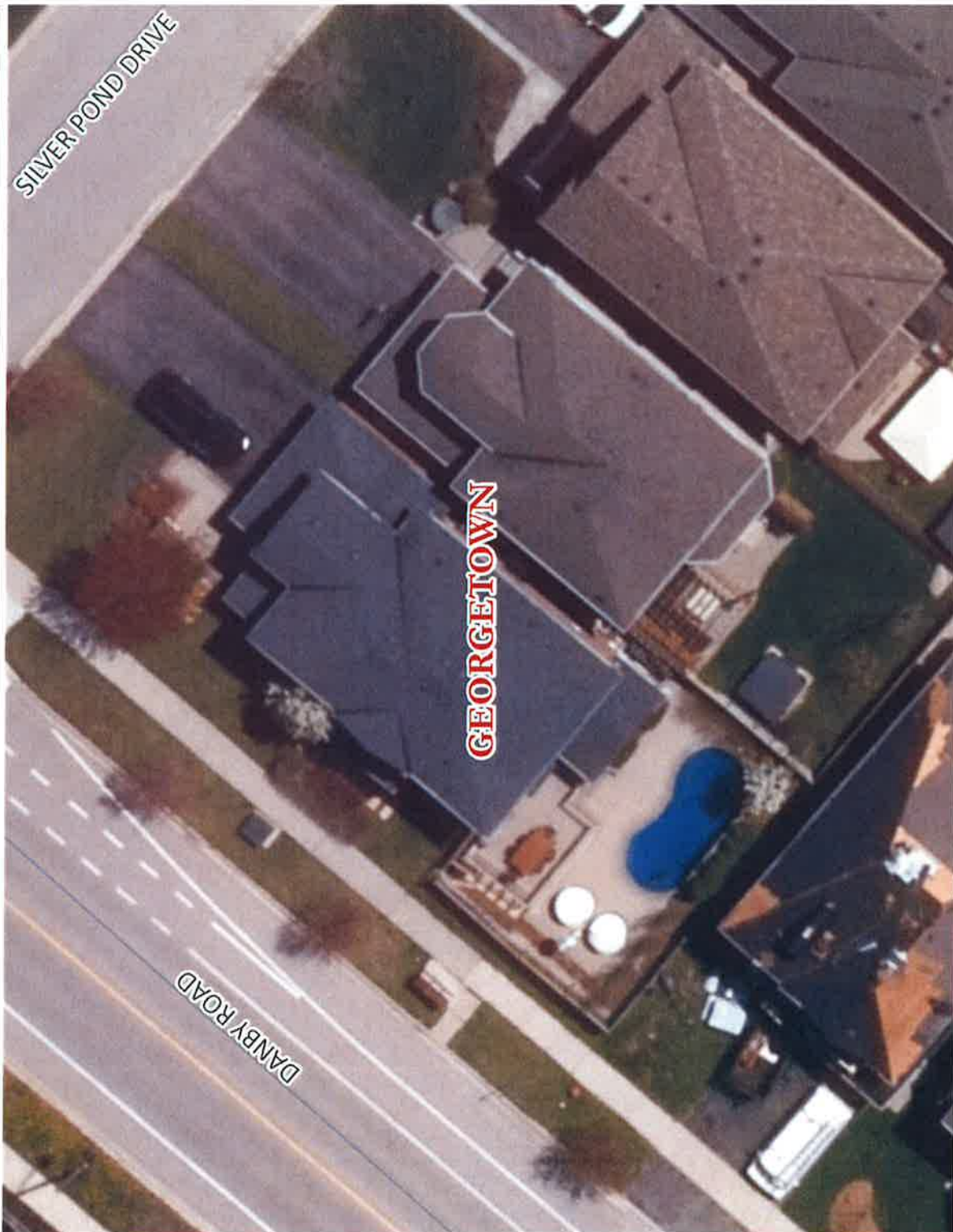
Jane Diamanti, Acting CAO

Town of Halton Hills



- Legend**
- Town Boundary
 - Urban, Hamlet, Rural Area
 - Urban
 - Hamlet
 - Rural Cluster
 - Railway
 - Street
 - Waterbody

Notes



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Kilometers
0 0.01 0.02
Scale: 1: 250
Date: 7/13/2018

Projection: NAD_1983_UTM_Zone_17N
© The Corporation of The Town of Halton Hills

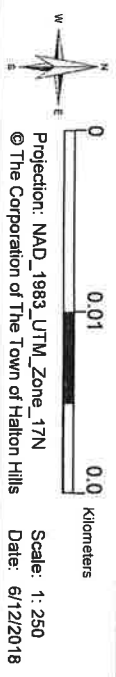
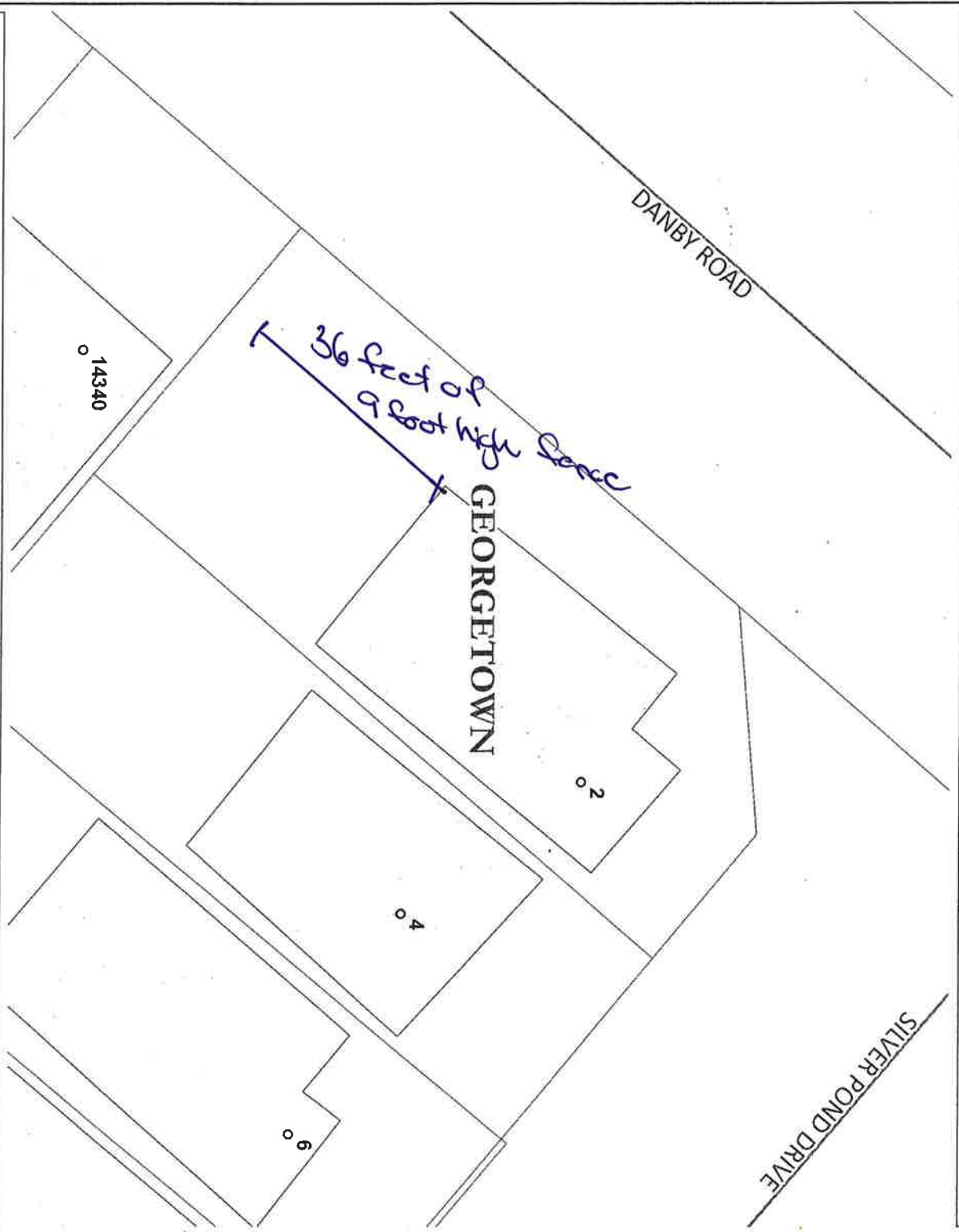
2 Silver Pond Dr. Georgetown

Town of Halton Hills



Legend

- ☒ Town Boundary
- ☐ Urban, Hamlet, Rural Area
- ☐ Urban
- ☐ Hamlet
- ☐ Rural Cluster
- ☐ Railway
- ☐ Street
- ☐ Building
- ☐ Parcel, Ownership
- ☐ Waterbody



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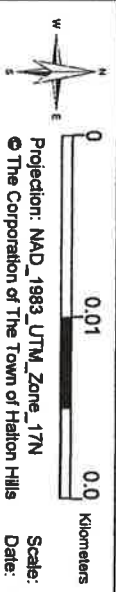
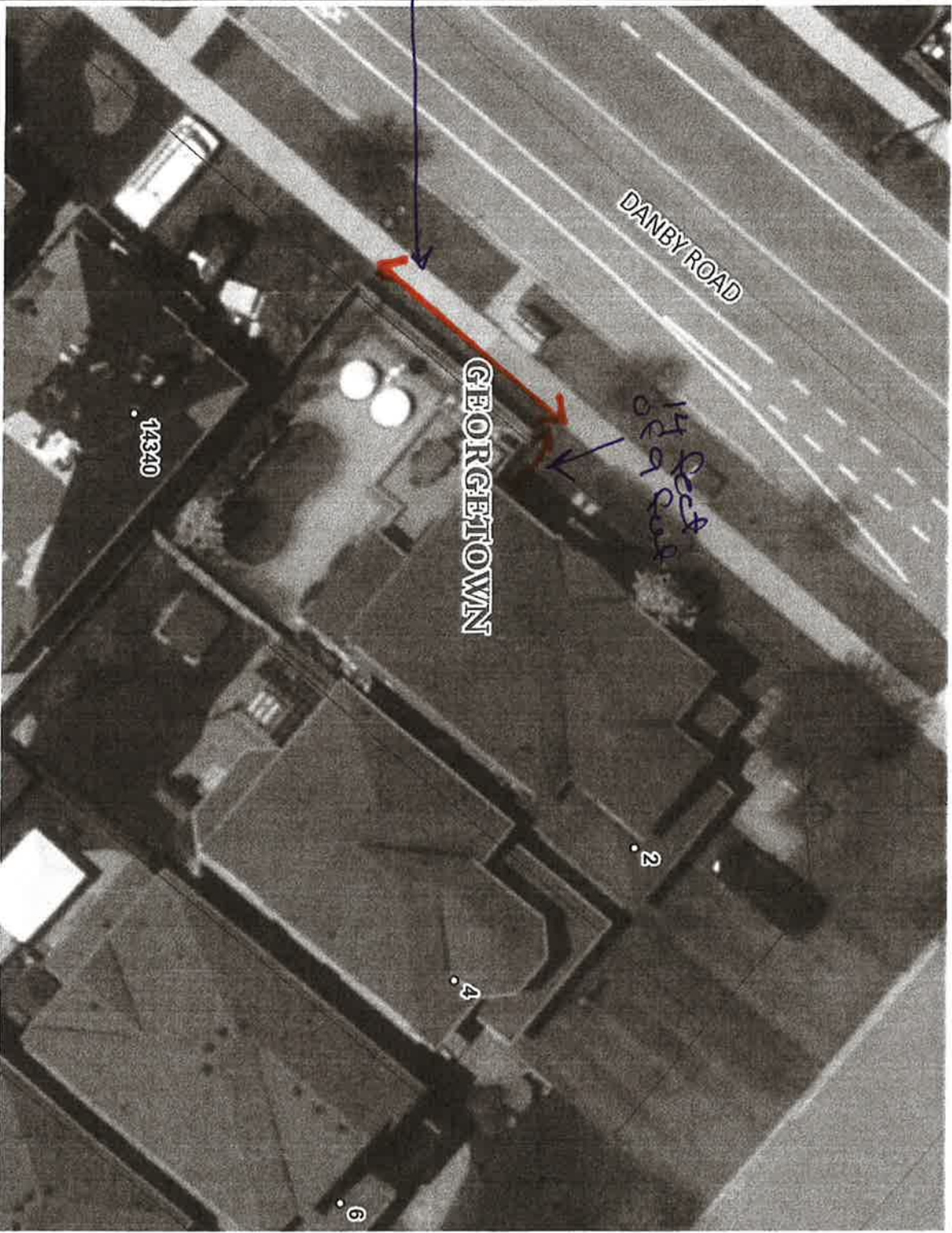
Notes

2 Silver Road Dr. Georgetown

S. STEBBINS



Town of Halton Hills



Projection: NAD_1983_UTM_Zone_17N
© The Corporation of The Town of Halton Hills
Scale: 1:250
Date: 6/12/2018

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- Legend**
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 - Railway
 - Street
 - Parcel, Ownership
 - Waterbody

Notes

APPLICATION FOR VARIANCE TO THE TOWN'S FENCE BY-LAW

JUN 08 2018

1. Name (s) of Owner (s) Suzanna Steblaj, William J. Wood TOWN OF HALTON HILLS
Telephone/Fax Nos. [REDACTED]
Mailing Address _____
Municipal Street Address 2 Silver Pond Dr, Georgetown
L7G 6L8
2. Name of Agent (if applicable) _____
Telephone/Fax Nos. _____
Mailing Address _____
3. Legal description of subject land (registered plan number and lot number or other legal description and, where applicable, street and street number):
Municipal Street Address 2 Silver Pond Dr, Georgetown, ON
L7G 6L8
LOT (s) _____ CONCESSION _____
ASSESSMENT ROLL# _____
4. Indicate what section(s) of the by-law which you are seeking relief from: By-law
No. 2002-0060 4.(2)

Unless otherwise requested, all communications will be sent to the agent, if any.

5. Nature and extent of relief applied for:
We are seeking permission to extend our fence height
to 9 feet on the west side of our city access fence that is parallel
to Danby Rd. Due to the heavy vehicular traffic now that Danby
has been opened to Eighth Line. As well as for safety reasons
as we have a pool and the large amount of school
6. Why is it not possible to comply with the provisions of the by-law?
Children that walk parallel with that fence line as the
grade school (Cordner P.S) is directly across from
our lot. (Corner of Silver Pond + Danby.)

Frontage _____
Depth _____
Area _____
Street Width _____

8. Location of all buildings and structures on the subject land; specify distances from side, rear, front lot lines. Scaled drawing/survey, as per Town requirements, to form part of complete application.

Existing: N/A - looking to increase existing
fence height on one side of fence that
borderes city land. - 36 feet in length.

Proposed (if applicable): Increase city access fence to
9 feet.

8. Has the owner previously applied for a variance to the Town's fence by-law:

Yes _____

No ☒

If yes, describe briefly (including File# and date): _____


Signature of Applicant/Authorized Agent

Suzanna Steblay
Print Name
William J. Wood.

PERMISSION TO ENTER

File No.: _____

To. The Corporation of the Town of Halton Hills

I hereby authorize the members of the Halton Hills Community Affairs Committee, and members of staff to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application.

This is their authority for doing so.

LOCATION OF LAND: 2 Silver Pond Dr.

Georgetown, ON L7G 6L8

SIGNATURE(S) 
Owner or authorized agent

PRINT NAME: Suzanna Steblaj / William Wood.

DATE: Jan 8/18

June 20, 2018

Dear Town of Halton Hills,

RE: 2 Silver Pond Dr, Georgetown-fence height variance

Attached is a map of the area of 36 feet in length that I am seeking approval from the height by law. I would like the outer city side fence to be 8 feet tall with 1 foot of have a pool in decorative wood topper (ex. Lattice). This side of the yard faces onto the busy vehicular road Danby. Also we are the corner lot directly across from E. Gardiner Public School and have heavy foot traffic of school aged children. This is extra concerning as we have a pool in our backyard.

I appreciate your consideration into this matter.

Sincerely,



Suzanna Steblaj

[Redacted]

[Redacted]

MEMORANDUM

TO: Chair and Members of the Community and Corporate Affairs
Committee

FROM: Jude Gaboury, Landscape Architect

DATE: July 9, 2018

MEMORANDUM NO.: MEM-R&P-2018-0001

RE: **Expansion of Greenwood Cemetery Columbaria**

PURPOSE OF THE MEMORANDUM:

The purpose of this memorandum is to inform Committee of the proposed design for the Columbaria and Memorial Master Plan for the Reflection Garden Area in Greenwood Cemetery in Georgetown.

BACKGROUND:

In 2016, Council approved the Cemeteries Business Plan Update prepared by Hilton Landmarks Inc. through Resolution 2016-0087. This plan serves as a reference for future cemetery planning and operation by the Town.

As part of this Cemeteries Business Plan, a future demand analysis was prepared, providing a forecast of community cemetery demand and needs.

Greenwood Cemetery is almost completely built out with limited future infill development potential. With the continued demand for cremation interments within the cemetery, available lands will be exhausted within several years. There are approximately sixty niches currently available in Greenwood Cemetery, with annual average sales of twenty five units over the past few years.

In order to increase Greenwood's interment capacity, this remaining space should be utilized to its fullest potential and provide additional new columbaria. A columbarium is a free standing structure intended for the inurnment of cremated remains in compartments (niches).

COMMENTS:

In order to effectively provide capacity for cremation interments within Greenwood, staff developed a Columbaria and Memorial Master Plan for the Reflection Garden area (See Appendix 'A').

This Master Plan will serve as a comprehensive, long term plan of action for the implementation of up to nine columbaria and multiple memorial features over the coming years.

The purpose of this memorandum is to inform Committee of the plans originally identified in the Cemeteries Business Plan Update. Staff intend to post further information on site and update the Town's website prior to construction in 2019, and final drawings will be filed with the Ministry of Government and Consumer Services.

All of the design for Reflection Garden Area has been carried out by Town staff and funds for the construction of Phase 1 (surfacing, landscaping) were approved as part of the 2018 Capital Budget, Cemetery Revitalization item. Purchase of the first two columbaria will be part of the 2019 Capital Budget request and construction of additional phases will be subject to future capital budget requests as required.

CONCLUSION:

Staff are commencing the implementation of Phase 1 of this multi-year implementation strategy, as identified in the Columbaria and Memorial Master Plan. This plan will be updated and implemented based on future sales demands.

Reviewed and Approved by,



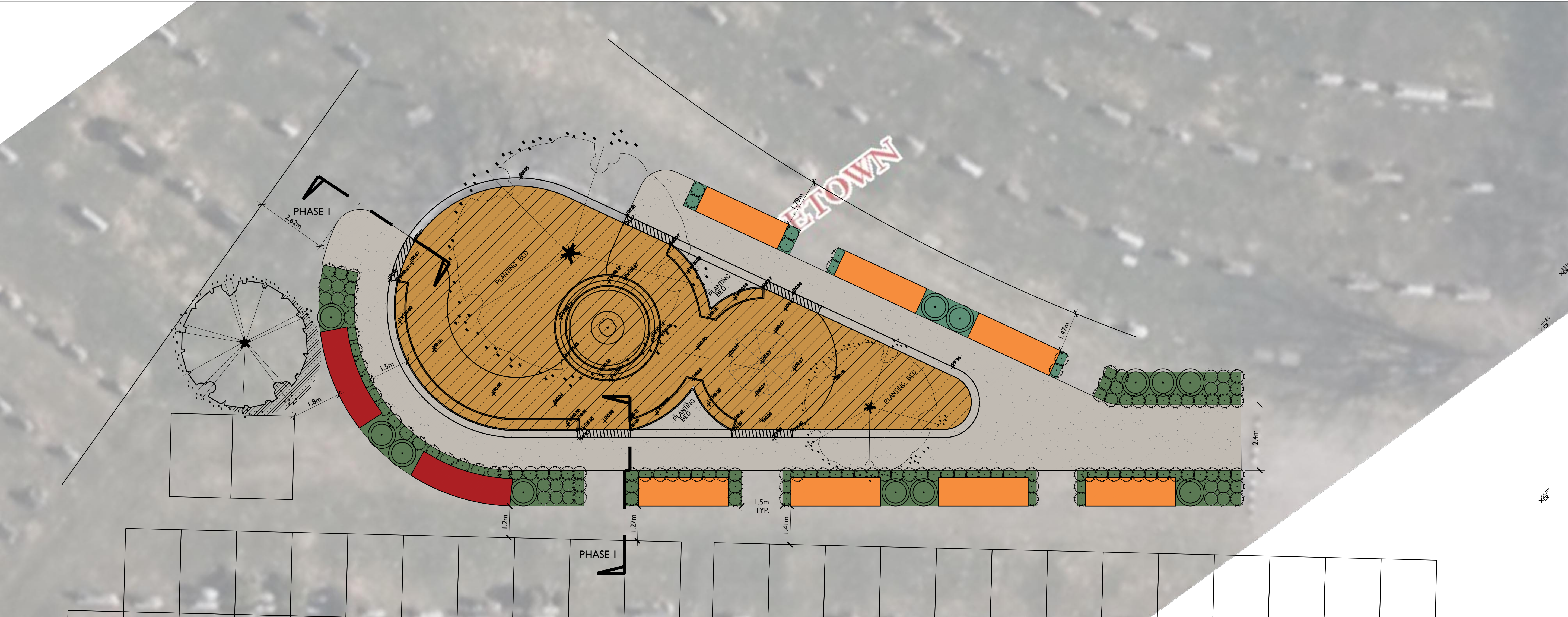
Kevin Okimi – Manager of Parks and Open Space



Warren Harris, Commissioner of Recreation and Parks



Jane Diamanti, Acting CAO



OPTION 1 - BUILD OUT PLAN
1:75

- EXISTING AREA TO REMAIN
- CONCRETE PAVING
- ACCENT PLANTING
- TYPE 1 COLUMBARIUM

 - 48 NICHES
 - 3 NICHES HIGH
 - CURVED
 - DOUBLE SIDED
 - SINGLE SHUTTER
 - LOCKING STAINLESS STEEL INNER DOORS
- TYPE 2 COLUMBARIUM

 - 48 NICHES
 - 3 NICHES HIGH
 - STRAIGHT
 - DOUBLE SIDED
 - SINGLE SHUTTER
 - LOCKING STAINLESS STEEL INNER DOORS

432 NICHES TOTAL

CONTEXT + PRECEDENT IMAGES



Key Plan:

Legend:

HALTON HILLS
RECREATION & PARKS

- The contractor will check and verify all dimensions and job conditions on the site and report any discrepancies to the Project Manager prior to the commencement of construction.
- The contractor is responsible for locating all existing underground and overhead utilities, prior to any digging. Contact Ontario One Call for utility stake out, at: 1-800-400-2255 or www.on1call.com
- All drawings are the property of the Town and may not be copied, reproduced or altered without written permission from the Project Manager.

No.	Date (Y/M/D)	Issue/Revision	By
03	18/06/25	Internal Review	JG
02	18/05/28	Nelson Granite	JG
01	18/01/16	Cemetery Workgroup Review	JG

Project Info:

GREENWOOD CEMETERY
COLUMBARIA ADDITION

Sheet Title:

COLUMBARIA AND MEMORIAL MASTER PLAN
FOR THE REFLECTION GARDEN AREA

Drawn By:
JG/MT

Checked By:
MT

Date:
MAY 02, 2018

Scale:
1:75

Sheet Number:
L1