

**COMMUNICATION 133082**

Received From: Niki Dwyer, MCIP RPP, Director of Development Services  
Addressed To: Committee of the Whole  
Date: September 27, 2022  
Topic: Boulton Brown Mill (49 Mill Street) – Application to Alter

**BACKGROUND**

The Town of Carleton Place has designated the property known as 49 Mill Street as a property of historical and architectural value or interest in accordance with Section 29 of the *Ontario Heritage Act* (OHA). The designating by-law adopted in 1984 (By-law 30-84) does not include a statement of significance or notable attributes of the buildings and structures thereon.

**COMMENT**

The Board of Directors of the Condominium Corporation (LNCC4) has approached the Town regarding the replacement of the Mill's exterior windows. This work relates to systematic maintenance of the exterior of the building which has been undertaken by the owners over the past two years. To date, the Condo Board has replaced the ground floor windows on the northern façade, the exterior doors and have repointed portions of the façade as necessary.

The replacement of the remaining 62 windows is anticipated to occur over the next 5-years.

The Board has consulted with the Municipal Heritage Committee (MHC) regarding the proposal and the Committee has advised that they have no objection to the replacement of the windows with modern double-hung casement windows (black) with interior mullions. The Board has also sought permission to leave the ground floor windows on the northern façade as existing without the mullion inset.

In order to assist in the replacement, the Board is also asking for an agreement in principle for heritage funding of \$5,000.00 per year for the next 5 years. The administration of the heritage grant funding has previously been delegated to the Director of Development Services and will be actioned accordingly.

To date, it is also notable that the Town has not utilized a standard process for issuance of Heritage Permits under the OHA. Moving forward, staff are seeking delegated authority to issue permits on the recommendation of the MHC on behalf of Council. Matters pertaining to the recognition of new designated or listed properties, or the repeal of designating by-laws will still be under the authority of Council.

**STAFF RECOMMENDATION:**

THAT Council direct staff to issue a heritage permit to authorize the replacement of windows at the heritage designated property known municipally as 49 Mill Street (Boulton Brown Mill); and

THAT Council amend the Delegated Authority By-law 94-2020 in accordance with Section 33 (15) of the *Ontario Heritage Act RSO 1990* to authorize the Director of Development Services to issue heritage permits following consultation with the Municipal Heritage Committee.