

# **Congregation of the Sisters of St. Joseph in Canada**

## **Finding Aid - Donations series (F01-S131)**

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## Donations series

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## Summary information

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<b>Repository:</b>	Congregation of the Sisters of St. Joseph in Canada
<b>Title:</b>	Donations series
<b>Reference code:</b>	F01-S131
<b>Date:</b>	1995-2017 (creation)
<b>Physical description:</b>	14.75 cm of textual records 1 certificate mounted on cardboard ; 21.5 x 28 cm 14 photographs : col. ; 28 x 21.5 cm or smaller 1 plaque : metal ; 3.8 x 8.2 cm
<b>Language:</b>	English
<b>Dates of creation, revision and deletion:</b>	July 2, 2020May 22, 2023

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## Administrative history / Biographical sketch

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### Note

The Sisters of St. Joseph of the Diocese of London, Ontario was first incorporated on February 15, 1891 under chapter 92 of the Statutes of Ontario, 1870-1. London, Ontario is on the traditional territory of the Anishinaabek, Haudenosaunee, L#naapéewak, and Attawandaron Peoples.

On December 11, 1868, at the request of Bishop John Walsh, five Sisters of St. Joseph of Toronto arrived in London, Ontario. Mother Teresa Brennan, Sister Ignatia Campbell, Sister Ursula McGuire, Sister Francis O'Malley and Sister Appolonia Nolan were accompanied by Reverend Mother Antoinette McDonald and were welcomed by Bishop Walsh, Rev. J.M. Bruyere, V.G., and Rev. P. Egan, pastor of St. Peter's Church. Awaiting the Sisters were sleighs that transported them from the train station to a temporary home at 170 Kent Street.

In accordance with their mission in London, three Sisters began teaching at St. Peter's School in January, 1869. After classes, they visited the sick, the poor and the imprisoned. They were also mandated to open an orphanage in the future. In order to accomplish these tasks, more Sisters and larger facilities were necessary.

On October 2, 1869, the Barker House at the corner of Richmond and College Street in North London was purchased and the Sisters moved there from Kent Street. The building was named Mount Hope, and it became the first Motherhouse of the Sisters, eventually housing the elderly, orphans, Sisters and novices.

On December 18, 1870, the Sisters of St. Joseph became an autonomous congregation in the London diocese, independent of the Toronto congregation. Sister Ignatia Campbell was appointed Superior General, an office she held until 1902. On February 15, 1871, the congregation became legally incorporated.

On October 7, 1877, an addition was made to Mount Hope. This building stood until it was demolished on August 3, 1980, surrounded by the growing healthcare institutions founded by the Sisters, beginning

with St. Joseph's Hospital which opened at 268 Grosvenor Street on October 15, 1888, and followed by the opening of St. Joseph's Hospital School of Nursing in 1895, and the construction of a new nursing school building in 1927, which saw its last graduation in 1977. On May 1, 1951, St. Mary's Hospital was opened, followed by Marian Villa on January 12, 1966. In 1985, the hospital complex was renamed St. Joseph's Health Centre, and ownership was transferred in 1993 to St. Joseph's Health Care Society.

But it was not only in London that Sisters saw the need for healthcare and nursing education. On October 15, 1890, they opened St. Joseph's Hospital on Centre Street in Chatham, Ontario, which remained under their control until 1993. In 1895, they opened St. Joseph's Hospital School of Nursing, which saw its last graduation in 1970. On October 18, 1946, they opened St. Joseph's Hospital at 290 North Russell Street in Sarnia which remained under their control until 1993. In Alberta, they administered St. Joseph's Hospital in Stettler (1926), St. Joseph's Hospital in Galahad (1927), the General Hospital in Killam (1930), and St. Paul's Hospital in Rimbey (1932).

On April 10, 1899, the Sisters opened Mount St. Joseph Motherhouse, Novitiate and Orphanage at the former Hellmuth College at 1486 Richmond Street North in London. The orphans were moved to this new location from Mount Hope, which remained a home for the elderly and was renamed House of Providence on June 3, 1899. The orphanage remained at Mount St. Joseph until it was moved to Fontbonne Hall in 1953 (to 1967). The original Hellmuth College building was demolished in 1976.

Later, on September 14, 1914, the Motherhouse and Novitiate moved to Sacred Heart Convent at Colborne and Dundas Streets in London, with the orphans remaining at Mount St. Joseph. The Sisters lived at Sacred Heart Convent until 1953, when they moved back to the newly built Mount St. Joseph, on the original location of the former Hellmuth College. The new Motherhouse and Novitiate was officially opened on June 29, 1954. It was here that they continued a private girls' school which had begun in 1950 at Sacred Heart Convent, and was now known as Mount St. Joseph Academy (to 1985). It was here too that they continued a music school which had also begun at Sacred Heart Convent and was now called St. Joseph's School of Music (to 1982). The Médaille Retreat Centre began here in 1992, and the Sisters also administered a Guest Wing for relatives of hospitalized patients (to 2005). The Sisters departed Mount St. Joseph for their new residence, a green building at 485 Windermere Road in London, in 2007.

On September 4, 1873, St. Joseph's Convent opened at 131 North Street in Goderich, Ontario, followed by other convents in Ontario, including Ingersoll (1879), St. Thomas (1879), Belle River (1889), Windsor (1894), Sarnia (1906), Kingsbridge (1911), Seaforth (1913), St. Mary's (1913), Woodstock (1913), Kinkora (1916), Paincourt (1923), Maidstone (1930), Leamington (1932), Delhi (1938), Tillsonburg (1938), Simcoe (1938), Langton (1939), West Lorne (1957), and Zurich (1963).

The Sisters also opened missions in other parts of Canada, including in Alberta: Edmonton (1922), Wetaskiwin (1929), St. Bride's (1934); and in Yellowknife, Northwest Territories Yellowknife (1953), and in British Columbia in Haney, now Maple Ridge (1956), and Rutland (1970). Branching even further afield, Convento San Jose was opened in Chiclayo, Peru in 1962.

Over the years, as well as their service as teachers in the separate school system, as music teachers, as healthcare workers, as nursing educators, in providing care to orphans, and in providing parish ministry, pastoral care, and administering spiritual retreats, the Sisters were also involved in social service ministry. In Windsor, they opened the Roy J. Bondy Centre on September 13, 1970 which was a receiving home for the Children's Aid Society, withdrawing in 1982 but continuing to provide residential care for disabled children afterward. In London, they opened Internos, a residence for teenage girls attending school and later for troubled teens (to 1979). This was followed by the opening of St. Joseph's Detoxification Centre on September 13, 1973 (to 2005) and St. Stephen's House, an alcoholic recovery centre on February 1, 1982 (to 2000). Loughlin House in London opened as a residence for ex-psychiatric female patients in 1986 (to 1989), followed by the Home for Women in Need at 534 Queens Avenue in 1979 (to 2004).

Later, St. Josephs' House for Refugees was opened in 1987 (to 2005), followed by St. Joseph's Hospitality Centre, a food security program, on February 2, 1983.

On November 22, 2012, the congregation amalgamated with those in Hamilton, Peterborough, and Pembroke into one charitable corporation under the name Congregation of the Sisters of St. Joseph in Canada by the Congregation of the Sisters of St. Joseph in Canada Act, a Private Act of the Legislative Assembly of Ontario which received Royal Assent on June 13, 2013.

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## Scope and content

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The series contains records documenting the various activities of the London Donations Committee. These include charitable donations in Canada and abroad, educational bursaries given predominantly to community members in London and southwestern Ontario, as well as donor awards and recognitions received by the Sisters of St. Joseph. Records include administrative correspondence, annual reports, newsletters, press clippings, a magazine, photographs, certificates, and a plaque.

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## Notes

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### Title notes

- **Source of title proper:** Title is based on the contents of the series.

### Immediate source of acquisition

Records were transferred from the Donations Committee to the Congregation of the Sisters of St. Joseph in Canada Archives.

### Location of originals

The records are located at The Congregation of the Sisters of St. Joseph in Canada Archives.

### Restrictions on access

Records that reveal the identity of a donor or recipient are restricted to public access.

The Archives reserves the right to restrict access to the collection depending on the condition of the archival material, the amount of material requested, and the purpose of the research. The use of certain materials may also be restricted for reasons of privacy or sensitivity, or under a donor agreement. Access restrictions will be applied equally to all researchers and reviewed periodically. No researcher will be given access to any materials that contain a personal information bank such as donor agreements or personnel records, or to other proprietary information such as appraisals, insurance valuations, or condition reports.

### Conditions governing use

Permission to study archival records does not extend to publication or display rights. The researcher must request this permission in writing from the Archives.

## Finding aids

There is a series and file list.

## Accruals

No further accruals are expected.

## Note [Sources]

Sr. Loretta Manzara, pers. comm., November 21, 2017.

Congregation of the Sisters of St Joseph in Canada Archives. Council Meeting Minutes. September 1999 (#1831) – April 2001 (#1848).

Sr. Loretta Manzara, personal communication, November 21, 2017.

Congregation of the Sisters of St Joseph in Canada Archives. Council Meeting Minutes. September 1999 (#1831) – April 2001 (#1848).

Nancy Wales, CSJ, Chair of the Central Funding Committee, 2017. Congregation of the Sisters of St. Joseph. The Beginning History of the Donation Processes of the Congregation of Sisters of St. Joseph in Canada.

Nancy Wales, CSJ, Donation Chair, December 2017. Congregation of the Sisters of St. Joseph. A Brief History of the London Donation Committee 200-2017.

## Note [General]

The Sisters of St. Joseph have historically, provided financial support to a variety of worthy causes. These have included educational bursaries as well as donations to charitable organizations and projects around the world. The Sisters' vow of poverty mandates that they do not have personal ownership to distribute congregational funds, and therefore committees were established to assist in the allocation of charitable resources. The congregation seeks to support groups that work in the area of systemic change, which means groups that are about changing the whole way of "doing business" in our world, whether that be in the area of human rights, getting at the root causes of poverty, environmental justice, small projects in the developing world that foster self-sufficiency, or initiatives that address the position of women amongst the most poor.

The London Foundation was created to provide charitable receipts to donors to the congregation. Later, a sum of money was put into the Foundation so that the Sisters could disburse charitable donations from that fund. Prior to 2000, charitable giving was overseen by the General Treasurer, while a Bursary Committee handled educational grants.

The Sisters of St. Joseph Donations Committee was proposed by Sister Margo Ritchie in October 1999 and approved by the General Council in November 1999, to research, assess, and ultimately decide which requests for charitable financial aid would be supported by the Sisters. The Committee first met in January 2000. It has had a steady membership of Sisters, who served (starting in 2002) for a three-year term with possible renewal. The Sisters sitting on the committee in 2000 established guidelines for the decision-making process. These included favoring long-term projects for systemic change, groups that worked well with others, using annual reports to monitor the use of congregational-donated funds, not serving as the major financial support of any group, reconsidering each request annually, and favoring groups without a great deal of public funding or high levels of public awareness. These were grouped under five categories for reporting purposes, with targets for the allocation of available funds to each: child poverty (20%), women (15%), emergency relief (5%), Third World projects (20%), and Canada (40%). The committee met five times a year, alternating between Windsor and London. They made recommendations to the Leadership for final approval.

In 2009, the Sisters invited six members from the wider community to review the process of their annual donations. These six individuals possessed both knowledge of the congregation and experience in seeking or granting funds. Following this process, updated priorities and selection criteria for funding were established and shared with those seeking funding, and these guidelines remained in place until 2017.

The Children's Aid Society (CAS) Bursary program was created in 2002 at the request of the CAS for a bursary to support the post-secondary education of youth in care (who lacked familial financial support). Beginning with four grants in 2002, the program grew to more than 28 grants in 2007, and The Sisters of St. Joseph were joined by other funding partners in providing financial support.

In 2009, Sisters Caroline Bering and Loretta Manzara proposed, and successfully executed, the first Pipe Organ Bursary, continuing a longstanding tradition of support for musical education by the Sisters. This bursary provided \$1,000 to pay for 12 one-hour lessons on the pipe organ with supplementary instruction in Catholic liturgical music resources, over the course of one year. Eligible candidates had a minimum grade nine piano certification and completed an interview and audition process. The bursary was advertised within London parishes, the University of Western Ontario, and to London-area piano and organ teachers, and the candidates were adjudicated by the two founding Sisters. The bursary was sufficiently successful in its first two years to be awarded once again in 2013.

From at least 1998 onward, the Bursary Committee (later renamed the Educational Bursary Committee) of the Sisters of St. Joseph provided varying amounts of financial support (often in the range of \$1,000-\$2,000) for male and female lay persons attending ministry-related graduate programs at a variety of institutions of higher education in Canada and abroad. The committee was chaired by the General Treasurer of the religious community, who handled much of the correspondence relating to applications for funding. The programs pursued by students included fields such as practical nursing, business administration, and social work, as well as ministry and spirituality, but all applicants identified a desire to pursue these fields in conjunction with ministry-related purposes.

The Sisters of St. Joseph Bursary at St. Clair College in Windsor, Ontario was created in the early 2000s with a portion of a bequest left to the Sisters with instructions that it be used to alleviate child poverty. The portion of the bequest set aside for a college bursary was augmented with money received from the sale of the Sisters' Queens Avenue property, making a total \$100,000 donation which was matched by St. Clair College. The interest on the \$200,000 fund allowed for a bursary of \$500-\$1,000 to be given each year. The bursary was awarded to single mothers studying at St. Clair College, and applied toward their tuition costs in the upcoming semester. A small committee of Sisters sat on the selection committee.

In 2012, four formerly separate congregations in Hamilton, London, Peterborough and Pembroke, amalgamated to form one new congregation. After amalgamation, the congregation moved to consolidated financial statements, one budget timeline, a common chart of accounts, and one charity returns form. Since amalgamation, the original London Donation Committee was maintained. This committee continued to review applications from groups which carried out work locally, nationally and globally, and made recommendations to Leadership for the distribution of funds specifically set aside in the London Foundation to be donated. Bursaries continued to be administered separately.

A donations review committee was set up in 2014 which met four times to discuss how to make donations in a unified manner. The review committee made recommendations that were approved at the Congregational Leadership Circle (CLC) meeting in November 2014. The CLC established a Central Funding Committee (CFC) for donations. The committee was composed of two members from each of the four originally separate congregations, as well as the General Treasurer and two members of the CLC as ex-officio members. The CFC's mandate was to review requests for larger local donations and all national or international grant applications in keeping with the Constitutions, the call of the Gospel, and the objectives of the congregation. Funding requests were supported in keeping with established priorities and Canada Revenue Agency guidelines. Local Donation Committees were established in London, Hamilton,

Peterborough and Pembroke comprised of at least three Sisters as well as an Associate/Companion. These committees meet at least twice a year to review requests for local donations. Their mandate includes support of the poor, women and children in need, food banks, and housing for people in need. Donations included funding from the congregation and through the Luke 4 Foundation with initial capital from the former Peterborough congregation.

In 2015, a committee was established which met in June, October and November to create the terms of reference for the Central Funding Committee (CFC) and the Local Donation Committees. Following the election of the CLC in 2016, the CFC welcomed the participation of an Associate/Companion.

Between 2015-2016, most national funding was allocated to address issues concerning poverty, Indigenous peoples, and the environment. Global funding was allocated in the areas of women's issues.

A meeting at the Hamilton site in October 2017 was held to review CFC processes and priorities. This meeting resulted in changes to the funding structure and funding level ranges for grants were introduced. National priorities were determined to be poverty reduction, reconciliation with Indigenous peoples, and environmental action, with international priorities continuing to be empowerment of women.

Beginning in 2017, the London Donations Committee mandate was redefined to focus its donations primarily on groups within its geographical area. National and international grant applications were now the work of the Central Funding Committee. The London Donations Committee considered applications from groups in the London area and in areas in the west and north of Canada where the Sisters ministered. The London Donations Committee decreased its funding level range and revised its three previous priorities to target people in need and the care of the earth. The committee also outlined its expectations for grantees. The committee wanted to fund projects that built and sustained relationships; promoted systemic change; sought funds in conjunction with other funders; built on community input and needs assessment; demonstrated achievable outcomes; and required minimal administrative costs.

## Other notes

- **Publication status:** Published
- **Level of detail:** Partial
- **Status description:** Revised

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## Access points

- Congregation of the Sisters of St. Joseph in Canada (London, Ont.)
- Multiple media (documentary form)
- Photographs (documentary form)
- Textual records (documentary form)
- Physical objects (documentary form)
- Congregation of the Sisters of St. Joseph in Canada (London, Ont.) (subject)
- London (place)

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## Series descriptions

### Subseries F01-S131-01: Administration

Date: 1995-2017 (creation)

Scope and content: The subseries contains administrative correspondence regarding bursaries for educational purposes. In particular, there is correspondence confirming the receipt of applications as well as confirming approval of bursary applications. The records are in alphabetical order by applicant surname.

Physical description: 5.5 cm of textual records

Publication status:

Published

#### File / item list

Reference code	Title	Dates	Physical description
F01-S131-01-01	File - Education Bursary Correspondence	1995-2017	5.5 cm of textual records

### Subseries F01-S131-02: Awards

Date: 2008 (creation)

Scope and content: The subseries consists of one copy of a quarterly magazine produced by the St. Joseph's Health Care Foundation of London, Ontario, specifically, the Fall 2008 issue of Vim & Vigour (vol. 24, no. 3). Features include articles about health and wellness, plus services or activities of St. Joseph's Health Care. Of special importance is the article on p. 55, which mentions the Sisters of St. Joseph Award for Excellence with a picture of the recipient, John Bannon, and Sister Nancy Wales.

Physical description: 0.25 cm of textual records

Access points:

- Textual record (documentary form)

Publication status:

Published

#### File / item list

Reference code	Title	Dates	Physical description
F01-S131-02-01	File - Sisters of St. Joseph Award for Excellence	2008	0.25 cm of textual records

### Subseries F01-S131-03: Bursaries

Date: 2007-2011 (creation)

Scope and content: This subseries contains a newspaper article written by Jennifer O'Brien of the London Free Press, describing how the Children's Aid Society bursary program largely funded by the Sisters of St. Joseph, is expanding. Additionally, there is a proposal and advertising for the liturgical music bursary along with student applications to the program. Finally, there a historical sketch of the history of the Sisters of St. Joseph Bursary awarded at St. Clair College in Windsor, Ontario.

Physical description: 1.5 cm of textual records

Access points:

- Textual record (documentary form)

Publication status:

Published

**File / item list**

Reference code	Title	Dates	Physical description
F01-S131-03-01	<b>File - CAS Bursary</b>		
F01-S131-03-02	<b>File - Organ Bursary [2016-65]</b>		
F01-S131-03-03	<b>File - Sisters of St. Joseph Bursary [2016-56]</b>		
F01-S131-03-04	<b>File - Music bursary [2017-27]</b>		

**Subseries F01-S131-04: Donations Committee Reports**

Date: 2012, 2014 (creation)

Scope and content: This subseries consists of two annual reports published by the London Foundation Donations Committee outlining charitable giving and its impact. The priority areas for funding include women, families, and children; the environment; community relationships; and urgent or emergency needs.

Physical description: 1 cm of textual records

Access points:

- Textual record (documentary form)

Publication status:

Published

**File / item list**

Reference code	Title	Dates	Physical description
F01-S131-04-01	<b>File - Donations Committee Report 2014 [2015-53]</b>		
F01-S131-04-02	<b>File - Donations Committee Report 2012 [2015-53]</b>		
F01-S131-04-03	<b>File - History</b>		

**Subseries F01-S131-05: Donations Committee Updates**

Date: 2000-2007 (creation)

Scope and content: The subseries consists of short newsletters produced by the Donations Committee, providing irregular updates, often twice a year, to the Sisters on their charitable giving. The newsletter content includes goals and thematic priorities for donations, the work of particular organizations which received donations, amounts recently given, how the Donations Committee works, summaries of

committee decisions, and how charitable giving expresses the Sisters' faith and spiritual purposes. Newsletters are arranged chronologically starting with the most recent publication.

Physical description: 1 cm of textual records

Access points:

- Textual record (documentary form)

Publication status:

Published

#### **File / item list**

Reference code	Title	Dates	Physical description
F01-S131-05-01	<b>File - Donations Committee Updates 2005-2007</b>		
F01-S131-05-02	<b>File - Donations Committee Updates 2000-2004</b>		

#### **Subseries F01-S131-06: Donor Appreciation**

Date: 1995-2012 (creation)

Scope and content: The subseries contains various certificates and photographs of awards and plaques that were given to the Sisters for their charitable work. The series also contains one newspaper article, written by Kelley Teahan of the London Free Press, describing the Sisters' receipt of the first Monsignor Cook Award, and one article appearing in the Newsletter of the Diocese of London about the Sisters' charitable work with the community. There is also a photograph of the bronze statue named "Humanity" by Peter Rice-Jones that was gifted to the Sisters by the Red Cross. This is accompanied by a certificate of authenticity, information about the artist, and a brief history of the international Red Cross movement's humanitarian origins.

Physical description: 5.5 cm of textual records

1 certificate mounted on cardboard ; 21.5 x 28 cm

14 photographs : col. ; 28 x 21.5 cm or smaller

1 plaque : metal ; 3.8 x 8.2 cm

Access points:

- Multiple media (documentary form)

Publication status:

Published

#### **File / item list**

Reference code	Title	Dates	Physical description
F01-S131-06-01	<b>File - Monsignor Cook Award</b>		
F01-S131-06-02	<b>File - Plaques and Awards</b>		
F01-S131-06-03	<b>File - Red Cross</b>		
F01-S131-06-04	<b>File - Somali Association</b>		

F01-S131-06-05	<b>File - Women's Community House awards [2014-35]</b>
F01-S131-06-06	<b>File - Women's Community House awards [2012-21]</b>
F01-S131-06-07	<b>File - Women's Community House – Community Partnership Award 2006</b>