

Congregation of the Sisters of St. Joseph in Canada

Finding Aid - Fontbonne Hall sous-fonds (F01-SF06)

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Fontbonne Hall sous-fonds

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Summary information

Repository:	Congregation of the Sisters of St. Joseph in Canada
Title:	Fontbonne Hall sous-fonds
Reference code:	F01-SF06
Date:	1872-1995 (creation)
Physical description:	16.9 cm of textual records 2 photo albums (321 photographs) 23 photographs : b&w 8 photographs : col. 5 photographs : col. negatives ; 4.8 cm x 4.8 cm 4 slides : col. (Kodachrome)
Language:	English
Dates of creation, revision and deletion:	October 30, 2018July 2, 2020

Administrative history / Biographical sketch

Note

Fontbonne Hall, located at 534 Queens Avenue in London, Ontario, was a residence for the Sisters of St. Joseph from May 1951 to September 1953. The building, which was built by William Spencer in 1856 and had previously served as a former Knights of Columbus residence, was purchased to provide more room for the Sisters who had been living at Sacred Heart. On September 11, 1953, all children were transferred from Mount St. Joseph Orphanage to Fontbonne Hall due to changes in government policy that required improved boarding care. A total of 41 children were moved. As a result of this policy change, children under the age of two were placed back with the agency that had referred them. The building was officially opened on December 20, 1953. Fontbonne Hall was more like a foster home than an orphanage, as the new government policies required. In addition, the Sisters operated a Day Nursery School at this location which was licensed from 1954 until 1965 for the children of working families.

In 1963, the decision was made to change Fontbonne Hall's focus to care for emotionally disturbed children in order to fulfill a growing community need. In June 1965, the Fontbonne Hall Board disbanded and in October 1965, the orphanage came under the direction of Madame Vanier Children's Services which operated under the Catholic Charities. In June of 1967, the Sisters of St. Joseph withdrew. In 1968, Fontbonne Hall became the first private treatment centre licensed in the province of Ontario under the children's mental health services legislation. In June of 1972, the contract at Fontbonne Hall was terminated, but the residents of Madame Vanier Children's Services were allowed to stay until their new quarters were ready. On August 4, 1972, the new facility located at 871 Trafalgar Street was opened for the

children's care, and Fontbonne Hall was closed. The building at 534 Queens Avenue was reopened by the Sisters of St. Joseph under a new program called Internos, which served as a group home for teenage girls.

Scope and content

The sous-fonds contains policy manuals, newspaper clippings, intake procedures, photographs, scrapbooks, correspondence, meeting minutes, financial records, as well as the record book and cash book of the Fontbonne Auxiliary. It also contains information about the history of the building, the children who were at Fontbonne Hall and the people who were involved in their care. There is also information about how the purpose of Fontbonne Hall changed throughout its time in operation.

Notes

Title notes

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

Immediate source of acquisition

The records were transferred from Fontbonne Hall to the Congregation of the Sisters of St. Joseph in Canada - London site archives.

Location of originals

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

Restrictions on access

This sous-fonds is partially restricted to access by the public. The files which are restricted are:

F01-SF06-S001-02 Madame Vanier Children's Services 1952-1991

F01-SF06-S002-02 Mt. St. Joseph Orphanage 1942 – 1965

F01-SF06-S002-03 Department of Public Welfare Reports 1962 – 1965

F01-SF06-S003-01 Advisory Board Minutes and Correspondence 1960 – 1963

F01-SF06-S003-02 Correspondence (Miscellaneous) 1962 – 1965

F01-SF06-S003-03 Correspondence 1965-1971

F01-SF06-S003-04 Ontario Welfare Council – Correspondence 1949-1965

F01-SF06-S005-01 Nursery School Photographs 1960-1965

F01-SF06-S005-02 Nursery School Photo Album 1950-1958

F01-SF06-S005-03 Photographs 1953-67

F01-SF06-S005-04 Mt. St. Joseph Orphanage Photographs

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

Series and file list available.

Accruals

No further accruals are expected.

Other notes

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

Access points

- Congregation of the Sisters of St. Joseph in Canada (London, Ont.)
- Graphic material (documentary form)
- Textual record (documentary form)
- Photographs (documentary form)
- Textual records (documentary form)
- Congregation of the Sisters of St. Joseph in Canada (London, Ont.) (subject)
- London (place)

Series descriptions

Series F01-SF06-S001: Policy

Date: 1952-1955 (creation)

Scope and content: This series consists of records that pertain to policy at Fontbonne Hall. There are documents relating to the running of Fontbonne Hall including information on family counseling, research, intake policies, child evaluation outline, and a psychiatric case study. This series also includes the Day Nurseries Act and Regulations, admission policy, referrals policy, a manual for day nurseries, and meeting minutes. There is information about the services and programs that took place at 534 Queens Avenue, including day care program information, a description of Internos, and a description of services offered. This series has documents related to the finances of Fontbonne Hall including annual reports, account funding information, renovation information and lease reports. There is also a ceremony guide, dining room etiquette, a schedule of forms required, program committee reports, house rules, and fire

regulations. Also included within this series are a history of Fontbonne Hall, newspaper clippings of articles written about Fontbonne Hall, and correspondence.

Physical description: 2.8 cm of textual records

5 photographs : col. (Kodachrome)

8 photographs : col.

5 photographs : col. negatives ; 4.8 cm x 4.8 cm

Access points:

- Graphic material (documentary form)
- Textual record (documentary form)

Publication status:

Published

File / item list

Reference code	Title	Dates	Physical description
F01-SF06-S001-01	File - Children's Aid Society of London and Middlesex – Policy and Procedure 1966-[1995] (renamed Sept. 1990)	1966-[1995]	
F01-SF06-S001-02	File - Madame Vanier Children's Services 1952-1991	1952-1991	
F01-SF06-S001-03	File - Policy – Admission Per Diem Rate 1963	1963	
F01-SF06-S001-04	File - Policies 1954-1961	1954-1961	
F01-SF06-S001-05	File - Fire Regulations 1964	1964	

Series F01-SF06-S002: Administration

Date: 1942-1966 (creation)

Scope and content: This series consists of records that pertain to the administrative processes at Fontbonne Hall. Included within this series are documents related to the running of Fontbonne Hall, correspondence, staff listings, an organization chart, personnel descriptions, and an employment agreement between the Catholic Charities of London and the Sisters of St. Joseph in Canada. This series contains the history of Fontbonne Hall, marriage certificates, baptismal records, records regarding the placement of children, including a notebook on children who were admitted and discharged. Prominently, records discuss changes happening at Fontbonne hall including accommodation problems and documents relating to renovations. There are also renovation grant inquiries, funding memorandums, reports and recommendations, budget estimates, recommendations for changes, childcare staff requirement formula, and grant inquiries for renovations. Also contained are memorandums from child welfare in regards to funding, costs/fees, average daily costs, institution reports, Sisters' involvement in Madame Vanier Children's Services, and budget estimates.

Physical description: 2.4 cm of textual records

Access points:

- Textual record (documentary form)

Publication status:

Published

File / item list

Reference code	Title	Dates	Physical description
F01-SF06-S002-01	File - Information	1953	
F01-SF06-S002-02	File - Mt. St. Joseph Orphanage	1942-1965	
F01-SF06-S002-03	File - Department of Public Welfare Reports	1962-1965	
F01-SF06-S002-04	File - Madame Vanier Children's Services	1964-1966	

Series F01-SF06-S003: Correspondence

Date: 1949-1971 (creation)

Scope and content: This series contains information about summer programs and activities for the children at Fontbonne Hall, including letters from the local clubs who took the children on trips and thank you notes. There is correspondence on renovations, progress reports, closures, new fees, immunizations, as well as with the Mayor of London in 1961. There are reports, bulletins, memorandums, a description of the board of directors, board and committee meeting minutes, a day nursery license issued in 1954 and then twice renewed, description of day nursery services, agendas, information on the development in children's services, services to the emotionally handicapped, and reports of the Department of Public Welfare and the Ontario Welfare Council. There is a description of what Fontbonne Hall was like in 1961, changes in receiving centers, inquiries on the rates and facilities, children who were at the orphanage and tests that were administered to them, hospital consent forms, information from the London Health Department, and small pox vaccination information. This series includes information on the planned move including reports to the advisory board, relocation and expansion information, property survey, and changes to the intake policy. This series also contains information on donations including requests, thank you letters, and descriptions of donation uses. It provides information on staff in regards to training course offerings, resignations, reference letters, job summaries and outlines.

Physical description: 2.9 cm of textual records

Access points:

- Textual record (documentary form)

Publication status:

Published

File / item list

Reference code	Title	Dates	Physical description
F01-SF06-S003-01	File - Advisory Board Minutes and Correspondence 1960-1963	1960-1963	

F01-SF06-S003-02	File - Correspondence (miscellaneous) 1962-1965	1962-1965
F01-SF06-S003-03	File - Correspondence 1965-1971	1965-1971
F01-SF06-S003-04	File - Ontario Welfare Council – Correspondence 1949-1965	1949-1965
F01-SF06-S003-05	File - Children's Institution Act – Correspondence 1961-1964	1961-1964
F01-SF06-S003-06	File - Intake Policy 1959-1964	1959-1964

Series F01-SF06-S004: Financial

Date: 1872-1976 (creation)

Scope and content: This series contains news articles about Fontbonne Hall funding, budget comments and financial reports from 1964, budget proposal from 1963 including information on operating expenditures, Public Charities Inspector reports from 1972-1976, and correspondence with the Council of Catholic Charities, the Catholic Hospital Association, and the Ontario Home for the Aged. The series also includes treatment program proposals, proposed policy on referrals by private agencies, a list of Advisory Board members from 1964-1965, correspondence between Fontbonne hall staff and donors, a record of the number of children in care between 1900-1933, and bequest records from 1937-1962.

Physical description: 1.4 cm of textual records

Publication status:

Published

File / item list

Reference code	Title	Dates	Physical description
F01-SF06-S004-01	File - Correspondence and Proposals	1872-1970, predominant 1962-1965	
F01-SF06-S004-02	File - Bequests	1937-1962	

Series F01-SF06-S005: Photographs and Photo Albums

Date: 1950-1967 (creation)

Scope and content: This series contains photographs depicting the Fontbonne Hall building and facilities at the 534 Queen's Avenue location, photographs taken of children in the Day Nursery School Program, photographs of field trips taken with children in care and staff members, Christmas photographs of children in care from 1963-1965, Easter photographs of children in care from 1957-1958, photographs of a Niagara Falls trip taken in 1963, and photographs taken at the Mt. St. Joseph Orphanage. It also contains newspaper clippings about Fontbonne Hall events, and club membership cards.

Physical description: 23 photographs : b&w

1 photo album (206 photographs)

1 photo album (115 photographs)

Access points:

- Graphic material (documentary form)

Publication status:

Published

File / item list

Reference code	Title	Dates	Physical description
F01-SF06-S005-01	File - Nursery School Photographs 1960-1965	1960-1965	
F01-SF06-S005-02	File - Nursery School Photo Album 1950-1958	1950-1958	
F01-SF06-S005-03	File - Photographs 1953-67	1953-1967	
F01-SF06-S005-04	File - Mt. St. Joseph Orphanage Photographs		

Series F01-SF06-S006: AuxiliaryDate: 1958-1966 (creation)

Scope and content: This series contains lists of auxiliary members from 1958-1966, monthly auxiliary meeting minutes, monthly auxiliary meeting attendance records, records of monthly financial records including auxiliary receipts and disbursements from June 1961-June 1966, and a list of monthly donations.

Physical description: 7.4 cm of textual records

Access points:

- Textual record (documentary form)

Publication status:

Published

File / item list

Reference code	Title	Dates	Physical description
F01-SF06-S006-01	File - Record Book – Fontbonne Auxiliary, June 1963-June 1966	June 1963-June 1966	
F01-SF06-S006-02	File - Cash Book – Fontbonne Auxiliary, 1961-1962	1961-1962	
F01-SF06-S006-03	File - Record Book – Fontbonne Auxiliary, Sept. 1958-June 1963	Sept. 1958-June 1963	