

THE UNIVERSITY OF WESTERN ONTARIO

WESTERN ARCHIVES



**THE CHILDREN'S AID SOCIETY OF LONDON AND
MIDDLESEX FONDS**

AFC 77

Inventory prepared by Alison Mitchell-Reid, based on student finding aid project(s) undertaken in partial fulfilment of archives course requirements - November 2009

Revised by Amanda Jamieson, February, 2011

Revised by Leslie Thomas-Smith, May 2016

WESTERN ARCHIVES
AFC 77
THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS

TABLE OF CONTENTS

FONDS DESCRIPTION	4
SERIES DESCRIPTIONS and FILE LISTS	
Series 1: Constitution and legal agreements	7
Series 2: Annual reports.....	8
Sub-series 2.1: Children's Aid Society annual reports	9
Sub-series 2.2: Family Service Bureau annual reports	11
Series 3: Inspector's documents	12
Series 4: Fundraising and bequest documents	13
Series 5: Client operations documents.....	14
Series 6: Minute books	15
Sub-series 6.1: Children's Aid Society Board of Directors minute books	16
Sub-series 6.2: Children's Aid Society Executive Committee minute books	17
Sub-series 6.3: London Civil Liberties Association and Community Service Association minute books.....	18
Sub-series 6.4: Crouch Neighbourhood Resource Centre minute book	19
Sub-series 6.5: Family Service Bureau minute books	20
Series 7: Building records.....	21
Series 8: Affiliated organizations correspondence and other documents	22
Series 9: Research papers	23
Series 10: Photographs.....	24
Series 11: Newspaper clippings.....	25
Series 12: Family Service Bureau documents	26

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
FONDS DESCRIPTION

Dates

1893-1967, 1969-1987, predominant 1894-1974

Extent

80 cm of textual records
21 volumes of textual records
2 albums of graphic material (148 photographs)
54 photographs
1 architectural drawing

Administrative History – Children's Aid Society

The organization of the Children's Aid Society of London was precipitated by the Children's Protection Act of Ontario, which took effect on July 1, 1893. By February 2, 1894 the Society was incorporated under its first constitution, which was formally recognized by the province on March 20 of that year.

A partnership between the Middlesex County Society and the London Society was formally forged on March 21, 1922 with the formation of The Children's Aid Society of the City of London, Ontario and the County of Middlesex. In November 1933 a new constitution was adopted and the society was reincorporated on February 8, 1934.

A similar organization, the Family Service Bureau, was founded in 1938. On January 1, 1968 these organizations united as the Family and Children's Services of London and Middlesex. In 1991, the name reverted back to the Children's Aid Society of London and Middlesex in an attempt to clarify its function in the community.

The mandate of the Children's Aid Society has remained consistent throughout its history. According to its original constitution, the organization's primary purpose is to protect children from cruelty and neglect by providing suitable homes for neglected and orphaned children and securing the enforcement of laws related to dependent children and juvenile offenders. In general, the Society serves as an advocate for the rights of children who have been orphaned, abandoned or neglected. The activities of the Children's Aid Society of London and Middlesex are governed by a Board of Directors. Originally working on a committee structure, the professionalization of social work led to a departmental structure based on the specialization of services. By 1958, six divisions existed within the organization: the executive; accounting and clerical; protection; child care; unmarried parents; and adoption. Today, the Children's Aid Society of London and Middlesex continues to assist troubled children and families.

Administrative History – London Civil Liberties / Community Service Association

Primarily designed to assist local welfare/relief recipients, the London Civil Liberties Association was a group of community religious and secular leaders from organizations throughout London and Middlesex County. Focussing on the root causes of social ills, the association lobbied all levels of government for increased attention for, and spending on, social programs. Members also intervened directly in specific cases.

The London Civil Liberties Association changed its name to the Community Service Association in October, 1937. Information about the date of the association's founding or disbanding, as well as its ties to the Children's Aid Society, is unknown.

Administrative History – Crouch Neighbourhood Resource Centre

The Crouch Neighbourhood Resource Centre was founded in 1970. The centre's staff was composed of several professionals, led by a Children's Aid Society caseworker, whose mission it was to offer social services to neighbourhood residents in London's Hamilton Road area. Health-care workers, a librarian, and educational staff provided short-term help, crisis intervention, and other support services.

Today, the Crouch Neighbourhood Resource Centre is a thriving multi-service organization, providing assistance with things like child care and parenting, job search strategies, basic needs assistance, and community recreational activities.

Administrative History – Family Service Bureau

The London Family Service Bureau was established in 1937 with the assistance of some of the Children's Aid Society directors. Its mandate was to provide social work services and general assistance for children and families. In addition to family and individual counselling, budget counselling, financial aid, and liaison work with other agencies became the core services provided.

The Family Service Bureau worked closely with the local Children's Aid Society, frequently referring clients between the organizations. In 1939, one member of the Family Service Bureau board of directors was jointly appointed to the board of directors for the Children's Aid Society.

The Family Service Bureau was dissolved and amalgamated with the Children's Aid Society in 1968, forming the new Family and Children's Services Centre of London and Middlesex. Later, in 1993, the Family and Children's Service Centre returned to using the name Children's Aid Society.

Scope and Content

This fonds contains the administrative records of the Children's Aid Society of London and Middlesex, some of its predecessor organizations, and several affiliated organizations. Annual reports, minutes of meetings, inspector's reports, photographs, and other documents are included.

Arrangement

The fonds is arranged into the following series and sub-series:

- Series 1: Constitution and legal agreements
- Series 2: Annual reports
 - Sub-series 2.1: Children's Aid Society annual reports
 - Sub-series 2.2: Family Service Bureau annual reports
- Series 3: Inspector's documents
- Series 4: Fundraising and bequest documents
- Series 5: Client operations documents
- Series 6: Minute books
 - Sub-series 6.1: Children's Aid Society Board of Directors minute books
 - Sub-series 6.2: Children's Aid Society Executive Committee minute books
 - Sub-series 6.3: London Civil Liberties Association and Community Service Association minute books
 - Sub-series 6.4: Crouch Neighbourhood Resource Centre minute book
 - Sub-series 6.5: Family Service Bureau minute books
- Series 7: Building records
- Series 8: Affiliate organizations correspondence and other documents
- Series 9: Research papers
- Series 10: Photographs
- Series 11: Newspaper clippings
- Series 12: Family Service Bureau documents

Finding Aids

File and item lists are available.

Immediate Source of Acquisition

Deposited by the Children's Aid Society of London and Middlesex in August, 1994.

Restrictions on Access

Access to certain records is restricted. Requests for access must be made by submitting a Research Access Request.

**THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS**

Series 1 Constitution and Legal Documents

Dates

1894, 1913-1952, 1967

Extent

12 cm of textual records

Scope and Content

This series contains the constitution of the Children's Aid Society, along with various revisions, legal documents, and correspondence pertaining to the Society's incorporation. An agreement between the Children's Aid Society and the Family Service Bureau is also included.

File List

Title	Dates	Box/File
Constitution 1894, Incorporation 1894	1894	AFC 77-1-1
Constitution revisions	1922, 1925-1927	AFC 77-1-2
Constitution revisions	1933-1942	AFC 77-1-3
Reincorporation	1933-1934	AFC 77-1-4
Middlesex County organization	1913-1952	AFC 77-1-5
Provincial acts	1913-1935	AFC 77-1-6
Family Service Bureau agreement with C.A.S.	1967	AFC 77-1-7

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Series 2 Annual Reports

Dates

1894-1915, 1917-1967, 1969

Extent

30 cm of textual records
2 folders of textual records

Scope and Content

This series contains annual reports, released by the Board of Directors, of the Children's Aid Society and the Family Service Bureau. Reports from committees and financial statements are included.

Arrangement

This series is arranged into the following sub-series:

Sub-series 1: Children's Aid Society annual reports

Sub-series 2: Family Service Bureau annual reports

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Sub-series 2.1 Children's Aid Society Annual Reports

Dates

1894-1915, 1917-1967, 1969

Extent

30 cm of textual records

Scope and Content

This series contains annual reports, released by the Board of Directors. Reports from committees and financial statements are included.

Availability of other formats

Annual reports, 1894 – 1977, are also available on microfilm (reels M712-713).

File List

Title	Dates	Box/File
Annual reports	1894-1899	AFC 77-1-8
Annual reports	1900-1904	AFC 77-1-9
Annual reports	1905-1909	AFC 77-1-10
Annual reports	1910-1915	AFC 77-1-11
Annual reports	1917-1919	AFC 77-1-12
Annual reports	1920-1924	AFC 77-1-13
Annual reports	1925-1929	AFC 77-1-14
Annual reports	1930-1934	AFC 77-1-15
Annual reports	1935-1939	AFC 77-1-16
Annual reports	1940-1944	AFC 77-1-17

Title	Dates	Box/File
Annual reports	1945-1949	AFC 77-1-18
Annual reports	1950-1959	AFC 77-1-19
Annual reports	1960-1967, 1969	AFC 77-1-20
Annual reports	1970-1979	AFC 77-1-21
Annual reports	1980-1987, 1990	AFC 77-1-22

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Sub-series 2.2 Family Service Bureau Annual Reports

Dates

1938-1964, 1966

Extent

2 folders of textual records

Scope and Content

This series contains annual reports of London's Family Service Bureau. Reports from committees and financial statements are included.

File List

Title	Dates	Box/File
Annual reports	1938-1949	AFC 77-5-1
Annual reports	1950-1964, 1966	AFC 77-5-2

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Series 3 Inspectors' Documents

Dates

1895-1897, 1914-1927

Extent

5 cm of textual records

Scope and Content

This series contains documents generated by, or relating to, the Children's Aid Society inspector. Case reports, regulations regarding the appointment of inspectors, and a biographical sketch of Joseph Sanders, the Children's Aid Society of London's first inspector, are included. Inspector's notes detail home visit summaries and recommendations.

Restrictions on Access

Access to records in this series is restricted. Request for access must be made by submitting a Research Access Request.

File List

Title	Dates	Box/File
Inspectors' reports	1895-1896	AFC 77-6-1
Inspectors' reports	1897	AFC 77-6-2
Appointment of inspectors	1914-1927	AFC 77-6-3
Joseph Sanders, first superintendent & inspector	1915-1923	AFC 77-6-4

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Series 4 Fundraising and Bequest Documents

Dates

1916-1941

Extent

2 folders of textual records

Scope and Content

This series contains documents relating to the funding of the Children's Aid Society. Documents detailing a large bequest, as well as general fundraising information are included.

File List

Title	Dates	Box/File
Fundraising	1916-1926	AFC 77-1-27
Albert MacGarvey estate	1925-1941	AFC 77-1-28

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Series 5 Client Operations Documents

Dates

1900-1943

Extent

10 cm of textual records

Scope and Content

This series contains documents relating to specific circumstances and groups of people with which the Children's Aid Society came into contact. Government documents and in-house regulations are included.

Restrictions on Access

Access to records in this series is restricted. Request for access must be made by submitting a Research Access Request.

File List

Title	Dates	Box/File
Adoption procedures	1900-1937	AFC 77-6-5
Maternity boarding houses	1910-1920	AFC 77-6-6
Children of unmarried parents	1921-1943	AFC 77-6-7
Children with special problems	1913, 1929	AFC 77-6-8
Soldiers' Aid Commission	1920-1925	AFC 77-6-9

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Series 6 Minute Books

Dates

1896-1967, 1970-1987

Extent

17 volumes of textual records
4 folders of textual records

Scope and Content

This series contains meeting minutes of branches of the Children's Aid Society and of organizations with which it was affiliated. C.A.S. Board of Directors and Executive Committee minutes, and minutes of the London Civil Liberties Association, the Community Service Association, and the Crouch Neighbourhood Resource Centre are included.

Arrangement

This series is arranged into the following sub-series:

- Sub-series 1: Children's Aid Society Board of Directors minute books
- Sub-series 2: Children's Aid Society Executive Committee minute books
- Sub-series 3: London Civil Liberties Association and Community Service Association minute books
- Sub-series 4: Crouch Neighbourhood Resource Centre minute book
- Sub-series 5: Family Service Bureau minute books

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Subseries 6.1 Children's Aid Society Board of Directors Minute Books

Dates

1896-1957, 1974-1987

Extent

11 volumes of textual records

Scope and Content

This series contains minutes of meetings of the Children's Aid Society Board of Directors. Reports of committees and financial records from regular, annual, and special meetings are included.

Restrictions on Access

Access to records in this series is restricted. Request for access must be made by submitting a Research Access Request.

Item List

Title	Dates	Box/File
Board of Directors minutes [vol.]	1896-1905	AFC 77-2
Board of Directors minutes [vol.]	1905-1911	AFC 77-2
Board of Directors minutes [vol.]	1912-1919	AFC 77-2
Board of Directors minutes [vol.]	1919-1929	AFC 77-2
Board of Directors minutes [vol.]	1929-1940	AFC 77-2
Board of Directors minutes [vol.]	1941-1950	AFC 77-2
Board of Directors minutes [vol.]	1951-1957	AFC 77-3
Board minutes [vol.]	1974-1979	AFC 77-3
Board of Directors [vol.]	1980-1982	AFC 77-3

Board of Director's minutes [vol.]	1983-1986	AFC 77-3
Minutes Board of Directors [vol.]	1987	AFC 77-3

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Subseries 6.2 Children's Aid Society Executive Committee Minute Books

Dates

1972-1985

Extent

3 volumes of textual records

Scope and Content

This series contains the minutes of meetings of the Children's Aid Society Executive Committee. Executive operating budget matters are discussed.

Item List

Title	Dates	Box/File
Executive Committee minutes [vol.]	1972-1978	AFC 77-3
Executive Committee minutes [vol.]	1979-1984	AFC 77-3
Minutes of the Executive Committee [vol.]	1985	AFC 77-3

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Subseries 6.3 London Civil Liberties Association and Community Service Association Minute Books

Dates

1936-1938

Extent

2 volumes of textual records

Scope and Content

This series contains the minutes of meetings of the London Civil Liberties Association and the Community Service Association. General discussion of welfare laws and their application, as well as discussion of specific local cases are included.

Restrictions on Access

Access to records in this series is restricted. Request for access must be made by submitting a Research Access Request.

Item List

Title	Dates	Box/File
London Civil Liberties Association minutes	1936-1937	AFC 77-6-10
Community Service Association minutes [vol.]	1937-1938	AFC 77-6-11

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Subseries 6.4 Crouch Neighbourhood Resource Centre Minute Book

Dates

1970-1979

Extent

1 volume of textual records

Scope and Content

This series contains the minutes of meetings of the Crouch Neighbourhood Resource Centre. Minutes of "C.N.R.C. Team" meetings, as well as a small amount of correspondence, are included.

Restrictions on Access

Access to records in this series is restricted. Request for access must be made by submitting a Research Access Request.

Item List

Title	Dates	Box/File
Crouch Neighbourhood Resource Centre minutes	1970-1979	AFC 77-6-12

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Sub-series 6.5 Family Service Bureau Minute Books

Dates

1937-1967

Extent

4 volumes of textual records

Scope and Content

This series contains the minutes of regular and special board meetings.

Item List

Title	Dates	Box/File
Minutes of board meetings [vol.]	1937-1947	AFC 77-5-4
Minutes of board meetings [vol.]	1948-1953	AFC 77-5-5
Minutes of board meetings [vol.]	1954-1963	AFC 77-5-6
Minutes of board meetings [vol.]	1964-1967	AFC 77-5-7

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Series 7 Building Records

Dates

1896-1924, 1946-1961

Extent

15 cm of textual records
 1 architectural drawing : blueprint

Scope and Content

This series contains documents relating to the Children's Aid Society's properties as well as affiliated shelters. Correspondence, newspaper clippings, and a blueprint detailing renovation plans are included.

Restrictions on Access

Access to certain records in this series is restricted. Request for access must be made by submitting a Research Access Request.

File List

Title	Dates	Box/File
Shelter arrangements with Protestant Orphans Home	1896-1898	AFC 77-4-1
C.A.S. shelters [restricted]	1901, 1915	AFC 77-6-13
Thomas Alway Hall Home [clippings]	1905	AFC 77-4-3
Day nursery	1913	AFC 77-4-4
Renovations to shelter [includes blueprint]	1917	AFC 77-4-5
Thomas Alway Hall Home fire [clippings]	1923	AFC 77-4-6
Thomas Alway Hall Home rebuilding	1923-1924	AFC 77-4-7
May Court house, demolition of T.A.H. Home	1959-1961	AFC 77-4-8
New office building 164 Albert Street	1946-1947	AFC 77-4-9

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Series 8 Affiliated Organizations' Correspondence and Other Documents

Dates

1908-1933, 1960

Extent

6 cm of textual records

Scope and Content

This series contains correspondence and publications from various organizations with which the Children's Aid Society was involved. Association, committee, and conference documents are included.

File List

Title	Dates	Box/File
Juvenile court	1908-1933	AFC 77-4-11
Ontario Association of Children's Aid Societies	1912-1925, 1960	AFC 77-4-12
Social Service Council of Canada Committee on the Family	1921-1922	AFC 77-4-10
Child welfare conference	1921-1922	AFC 77-4-13

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Series 9 Research Papers

Dates

[1959?], 1963, 1980-1986

Extent

3 folders of textual records

Scope and Content

This series contains research reports either about the Children's Aid Society or for the Children's Aid Society. An historical account of the C.A.S.'s role in the community, as well as reports on legislation and community needs are included.

File List

Title	Dates	Box/File
Historical review of the Children's Aid Society of London and Middlesex by M. Koshilka	[1959?]	AFC 77-4-17
Needs and resources project by United Community Services of London	1963	AFC 77-4-18
Recent material on acts and services for children	1980-1986	AFC 77-4-19

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Series 10 Photographs

Dates

1897-1929

Extent

2 albums of graphic material (148 photographs)
54 photographs

Scope and Content

This series contains photographs of children who had come under the care of the Children's Aid Society.

Restrictions on Access

Access to records in this series is restricted. Request for access must be made by submitting a Research Access Request.

File and Item List

Title	Dates	Box/File
Photograph album – numbered 1-78 [vol.]	1897	AFC 77-6-14
Photograph album – numbered 79-178 [vol.]	[ca. 1900]	AFC 77-6-15
Single photographs	1897-1928	AFC 77-6-16
Single photographs	1902-1929	AFC 77-6-17

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Series 11 Newspaper Clippings

Dates

1893-1974

Extent

2 folders of textual records

Scope and Content

This series contains newspaper clippings, primarily from the London Free Press, relating to the work of the Children's Aid Society in the community. News items on the elections of executive are included.

File List

Title	Dates	Box/File
Newspaper clippings	1893-1929	AFC 77-4-24
Newspaper clippings	1930-1974	AFC 77-4-25

THE CHILDREN'S AID SOCIETY OF LONDON AND MIDDLESEX FONDS
AFC 77
SERIES DESCRIPTIONS and FILE LISTS

Series 12 Family Service Bureau Documents

Dates

1964-1967

Extent

1 folder of textual records

Scope and Content

This series contains miscellaneous administrative documents of the Family Service Bureau.

File List

Title	Dates	Box/File
Miscellaneous documents	1964-1967	AFC 77-5-3