

FINDING AID

Administrative Records of the Conference of Manitoba and Northwestern Ontario Fonds

Series 509/4 Conference Hospitals

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500 Manitoba and Northwestern Ontario Conference fonds. -- 1917 - 2004; predominant 1954-1993. -- 43m of textual records and other material.

The Conference of Manitoba came into existence in June of 1925 with the creation of The United Church of Canada through the union of the Methodist, Presbyterian, Congregational and Local Union Churches of Canada. The name was changed in 1980 to the Conference of Manitoba and Northwestern Ontario as a result of a successful petition to the General Council of the United Church by Cambrian Presbytery. The Conference encompasses the entire province of Manitoba and the area of Northwestern Ontario drained by the Rainy River and Winnipeg River systems as far east as Marathon, Ontario and south to the United States border.

The Conference has an administrative as well as a geographic meaning. The thirteen conferences within The United Church of Canada function as a governing body or court of the church. Very simply, they are composed of members of the Order of Ministry on the roll of Presbyteries within the geographical bounds of the Conference and lay persons under appointment to administrative or staff positions within the Conference by a court of the church or the United Church General Council. These are matched by an equal number of lay representatives elected from the Pastoral Charges within the Conference. Chairpersons of Conference Committees and the President of the Conference United Church Women are also members of Conference. In addition to the obligation to meet annually and to appoint a Conference Executive, the Conference was charged with appointing Standing and Special Committees to carry out the day to day work of the Conference. In 1925 these were Education and Students, Evangelism and Social Service, Foreign Missions, Home Missions, Pensions, Publications, Religious Education, Missionary and Maintenance Fund, Church Property, Settlement, Statistics, Historical and Obituaries.

With a few exceptions, the structure of Conference remained essentially the same until 1972 when a major realignment of the administrative structure of the United Church at the General Council (National) and Conference levels took place. In 1972, the Boards of Home Missions, Evangelism and Social Service and Christian Education had ceased to exist along with the staff positions associated with that work. New paid staff positions which made their first appearance around this time were Regional Director of Broadcasting in 1971 (lasting only until 1972), the positions of Conference Personnel and Conference Administrative Support in 1972 and the positions of Leadership Development and Program Resource in 1973. In 1975 and 1976, and again from 1989 to 1993, a staff position for Communications was added. In 1983, the Conference staff position of Christian Development and Outreach was created and, in 1986, an Evangelism and Social Action staff person as well as a full time Conference Archivist was hired.

The changes in National and Conference administrative structure, which resulted from a move towards more regional and local control of church programs, were reflected in the evolution of Conference Committees. The powerful Conference Home Missions Committee and its sub-committees, responsible for overseeing the mission initiatives of Conference and the administration of mission grants according to Board of Home Missions directives, had been replaced by the Administrative Support Committee (briefly called the Congregational Support Committee) by 1973. Another major reorganisation of the Conference committee structure took place in 1983 when a system for the division of the work of Conference committees among four Councils (Stewardship, Worship and Education, Ministry and Personnel, Evangelism and Social Action) was devised. Committee chairs reported to their respective Councils that in turn were represented on the Conference Executive.

Another major reorganisation of Conference Structure took place in 1993. At that time, the pressure of meeting current demands with dwindling resources resulted in a move to reduce the number of Presbyteries from eight to six. The work previously allocated among four Conference Councils was then divided between three Program Units (Education and Justice, Ministry and Personnel, and Stewardship and Mission). The number of Committees reporting to the Program Units, and through them to the Conference Executive was reduced. Salaried staff were also decreased and reorganised to include the positions of Executive Secretary, Education and Justice staff person, Stewardship and Mission staff

person, Personnel staff person and Conference Archivist. Further changes to the Conference Structure were made in 2005.

Many of the materials which make up this Conference fonds had been stored in the basement of the Conference administrative offices at 120 Maryland Street in Winnipeg in an ad hoc manner for varying lengths of time over a period of approximately forty years before coming into the Archives. Generally, the records of Conference executive, staff and committee chairs were transferred to the basement at the end of their term of office. Renovations to and rearrangement of the basement area resulted in the movement of the materials around the storage area on more than one occasion. It is probable that space constraints resulted in the unrecorded disposal of an undetermined number of documents and other materials throughout the storage period. Administrative records in storage at 120 Maryland were formally transferred to the Archives in 1989. The movement of the Conference administrative offices to a new address in the fall of 1996 precipitated an inventory and the relocation of those records in 1995 prior to the move. The balance of the fonds consists of record series that had been accessioned by the Archives at various periods prior to 1995. The provenance of records accessioned prior to 1976 is often obscure.

The fonds consists of textual and other materials generated by the Conference, the Conference Executive, Conference Staff Associates and Conference Committee members in the fulfilment of their mandate as outlined in *The Manual of The United Church of Canada* from 1925 to 1994. Throughout the life of the fonds, several Conference staff members have served in more than one church or community administration simultaneously while keeping unified files. This has resulted in materials from other administrative jurisdictions being interspersed among the fonds.

Fonds are composed of the following series: Conference Annual Meetings, 1925-1993; Conference Executive, 1925-2002; Conference Offices, 1958-1989; Committees, Task Forces and Working Groups Answering to the Executive and Sub-Executive, 1968-1993; Manitoba Conference Branch of The United Church Woman's Missionary Society, 1918-1962; Manitoba Conference Branch Woman's Missionary Society Archives Collection, [ca.1885-ca.1960]; Manitoba Conference Lay Association, [ca.1910]-1962; District Council AOTS, 1964-1977; Conference Committee on Christian Education, 1927-1992; Conference Home Missions Committee, 1926-1973; Superintendents of Home Missions, 1926-1973; records of the Administration of Norway House Residential School, 1954-1967; Conference Hospitals, 1923-1982; Home Missions Inter-Conference and Ecumenical Groups, 1956-1969; Conference Evangelism and Social Service Committee, 1933-1976; Conference Congregational Life and Work, 1952-1979; Church in Society Committee, 1976-1983; Evangelsim and Social Action Council, 1983-1993; Inter-Conference and Ecumenical Groups reporting to the Evangelsim and Social Action Council, 1972-1999; Conference Communications, 1964-1992; Worship and Education Council, 1981-1994; Worship and Education Council Women's Groups, 1982-1992; Education and Justice Unit, 1987 - 2004 (predominately 1993 - 1998); Committee on Education, Students and Church Vocations, 1975-1978; Conference Education Committee, 1972-1983; [Interim] Placement Committee, 1970-1972; Conference Settlement Committee, 1971-1980; Conference Staff Committee, 1966-1992; Ministry and Personnel Council, 1982-1993; Conference Personnel Officer, 1972-1993; Conference Personnel Records, 1957-1993; records of the Conference Finance Committee, 1964-1974; records of Conference Administrative Support, 1973-1983; records of Administrative Support Staff, 1972-1993; Conference Stewardship, 1967-1993; Church Camps, 1918-1975; Church Home for Girls, 1945-1976; Women's Union, 1926-1958; Manitoba Conference Woman's Association, 1946-1962; Conference United Church Women, 1963-2002; Fellowship of Professional Women, 1949-1980; Manitoba Canadian Girls in Training, 1918-1990; and the Manitoba Student Christian Movement, 1923-1981.

Title based on contents of fonds.

The fonds also includes ephemera, photographs, slides, audio tape recordings, video tape recordings and 50 sets of blueprints, plans and architects' drawings.

Original order of many of the series of the fonds was substantially obscured during the storage period and many materials were in an extremely disorganised state with no original order or access points apparent; where necessary, order based on administrative function has been reconstructed by the arranging archivist.

Some restrictions on access; see series descriptions.

Finding Aids consist of series descriptions and box lists; some sub-series and file level description available.

Further accruals are expected.

509/4 Records of Conference Hospitals. – 1923-1982. – 2m textual records and other materials.

Prior to 1962, most of the hospitals and nursing stations that operated in the Conference were operated by the Woman's Missionary Society of The United Church of Canada. The one exception was the Cruise Memorial Hospital in Vita, which received funding from the Board of Home Missions and reported to the Conference Home Missions Committee. Following the integration of the work of the Board of Home Missions and the Woman's Missionary Society in 1962, Conference Home Missions also became responsible for the Elizabeth M. Crowe Memorial Hospital at Eriksdale. By the time of the demise of Home Missions in 1972, the surviving hospitals and other institutions which had been operated by United Church Home Missions had been encouraged to become independent incorporated bodies with self-administering boards.

Most of the records which survive for hospitals operated by both the Woman's Missionary Society and Home Missions (with the exception of three files created by Rev. N. K. Campbell) were combined into one sub-series when accessioned. Records include correspondence as well as minutes and reports of the hospital boards for hospitals and nursing stations that operated at Amaranth, Eriksdale, Ethelbert, Gypsumville, Pine River, Teulon and Vita dating from 1923 to 1983.

Title based on contents.

Records also include blueprints and plans for Cruise Memorial at Vita, ca.1940 and 1955; and E. M. Crowe Memorial Hospital at Eriksdale, ca.1960 and ca.1962.

The finding aid is a box list.

See also Box 509/2/2-11 in the sub-series '509/2/2 Property Files of the Superintendents of Home Missions' for further records pertaining to Eriksdale Hospital.

Location: Box S-10-0; S-Blueprints; Box 509/4-1.

Box Lists

Box 509/2/2-11 (Previously Property Grants and Loans Box A)

- Eriksdale Charge Correspondence. (see also Bissell) - 1937-39, 1947-46, 1955-59; 1976-77, - 2 folders
Includes Eriksdale Hospital Correspondence. - 1929, 1940, 1963.

Box 509/4-1

Records of Conference Hospitals. – 1923-1982. – 33 folders.

- Amaranth Hospital correspondence. – 1924, 1982. – 1 folder.
Includes correspondence of Nurse Meikle.
- E. M. Crowe Memorial Hospital [Eriksdale] minutes and reports. – 1962-1977. – 3 folders.
- E. M. Crowe Memorial Hospital [Eriksdale] correspondence. – 1961-1982. – 3 folders.
- Ethelbert Hospital correspondence. – 1982-1983. – 1 folder.
- Gypsumville Hospital correspondence. – 1966, 1981. – 1 folder.
Includes a history.
- Pine River Hospital correspondence. – 1983. – 1 folder.
- Teulon Hospital history. – n.d. – 1 folder.
- Vita Hospital minutes and reports. – 1923-1959. – 11 folders.
- Vita Hospital correspondence. – 1944-1976. – 8 folders.
- Vita Hospital accounts. – 1955-1957. – 1 folder.
- [General Council] Hospital Commission report. – 1929. – 1 folder.

Box S-10-0 CA0089

Files of the Conference Home Missions Committee

- Sub-Committee on Chaplaincy in Hospitals and Custodial Institutions. – 1960-1966. – 1 folder.
- Records of Hospitals and Institutions. -- 1960-1965. – 3 folders.
Includes material pertaining to E.M. Crowe Memorial Hospital in Eriksdale, 1962-65; Prairie View Lodge Ltd. in Pilot Mound, 1960-65; and Cruise Memorial Hospital, Vita.

Box S-Blueprints

Records of Conference Hospitals

Cruise Memorial Hospital, Vita

- Blueprints showing alterations, c.1940, c.1955;

E.M. Crowe Memorial Hospital, Eriksdale

- Perspective drawing, c. 1960.;
- Two sets of plans and schedules plus floor plan, c. 1962;
- Proposal for interior design, c.1962.