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# THE ORPHANS' HOME

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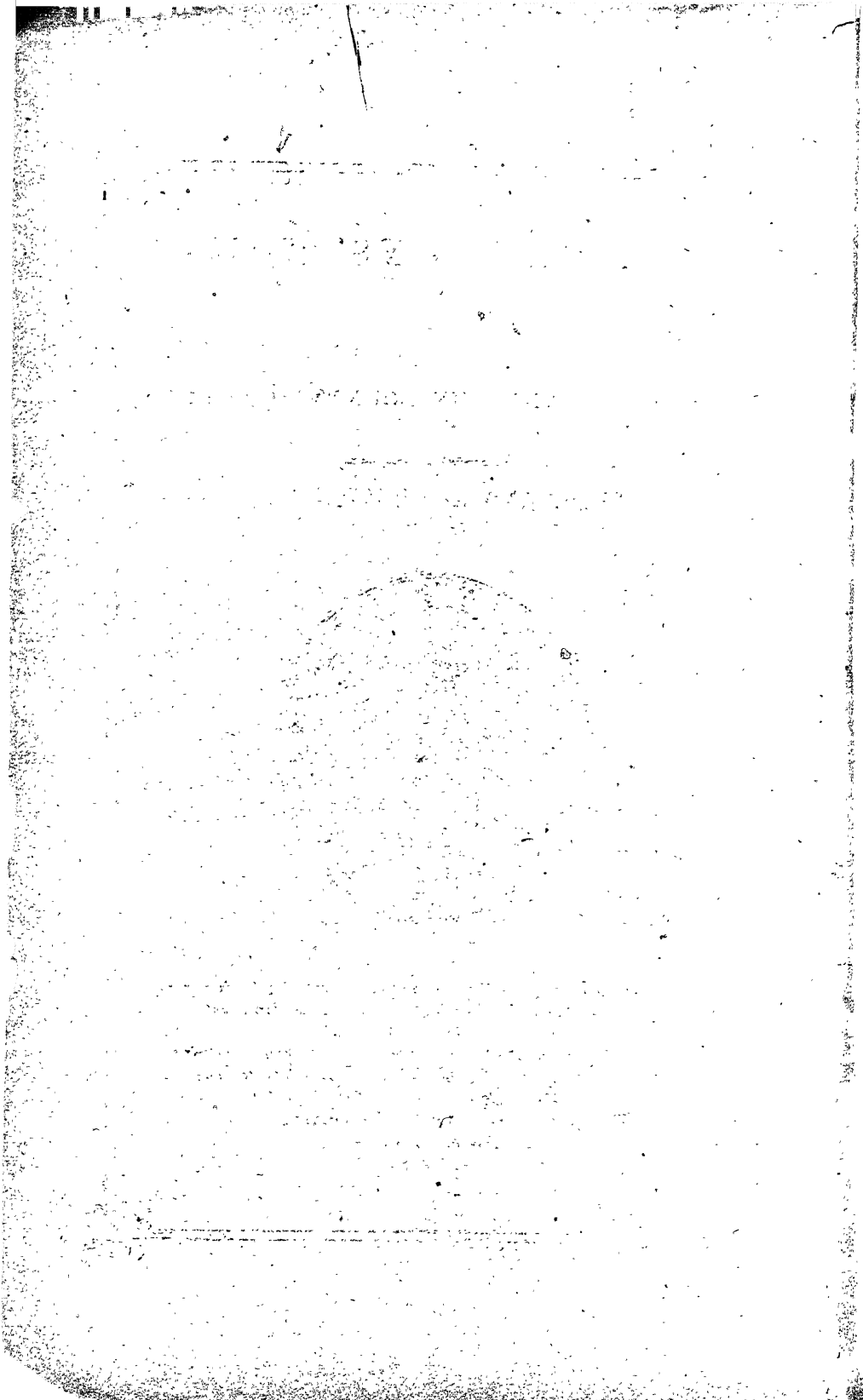
TORONTO AND THE COUNTY OF YORK.

RULES AND REGULATIONS, &c.



*It is particularly requested that the person into whose hands this may fall will be kind enough to circulate it amongst the benevolent within their neighborhood.*

*Benevolent individuals at a distance, who may be desirous of adding to the funds of the Society, and will kindly undertake to raise subscriptions or donations among their friends, will please to forward or pay the amount to the Treasurer of the Society in Toronto.*



# THE ORPHANS' HOME

AND

## FEMALE AID SOCIETY,

TORONTO.

INCORPORATED BY ACT OF PARLIAMENT, AUGUST 2ND, 1851.



**Patroness.**

HER EXCELLENCY THE COUNTESS OF ELGIN AND KINCARDINE.

**First Directress.**

MRS. WIDDER.

**Second Directress.**

MRS. DRAPER.

**Managers.**

MRS. ROBINSON,  
" BOULTON,  
" DRAPER,  
" MACAULAY,  
" WIDDER,  
" H. SHERWOOD,  
" CARTHEW,  
" LETT,  
" GURNETT,  
" J. RIDOUT,

MRS. MOFFATT,  
" L. ROBINSON,  
" GRASETT,  
" C. HEATH,  
" MCCUTCHON,  
MISS BALDWIN,  
MRS. CUMBERLAND,  
" O'BRIEN,  
" G. M. JARVIS,  
" E. BALDWIN.

**Treasurer.**

MRS. LETT.

**Secretary.**

MRS. JOHN RIDOUT.

**Medical Officers.**

DRS. HALLOWELL, MELVILLE, BADGELEY & BETHUNE.

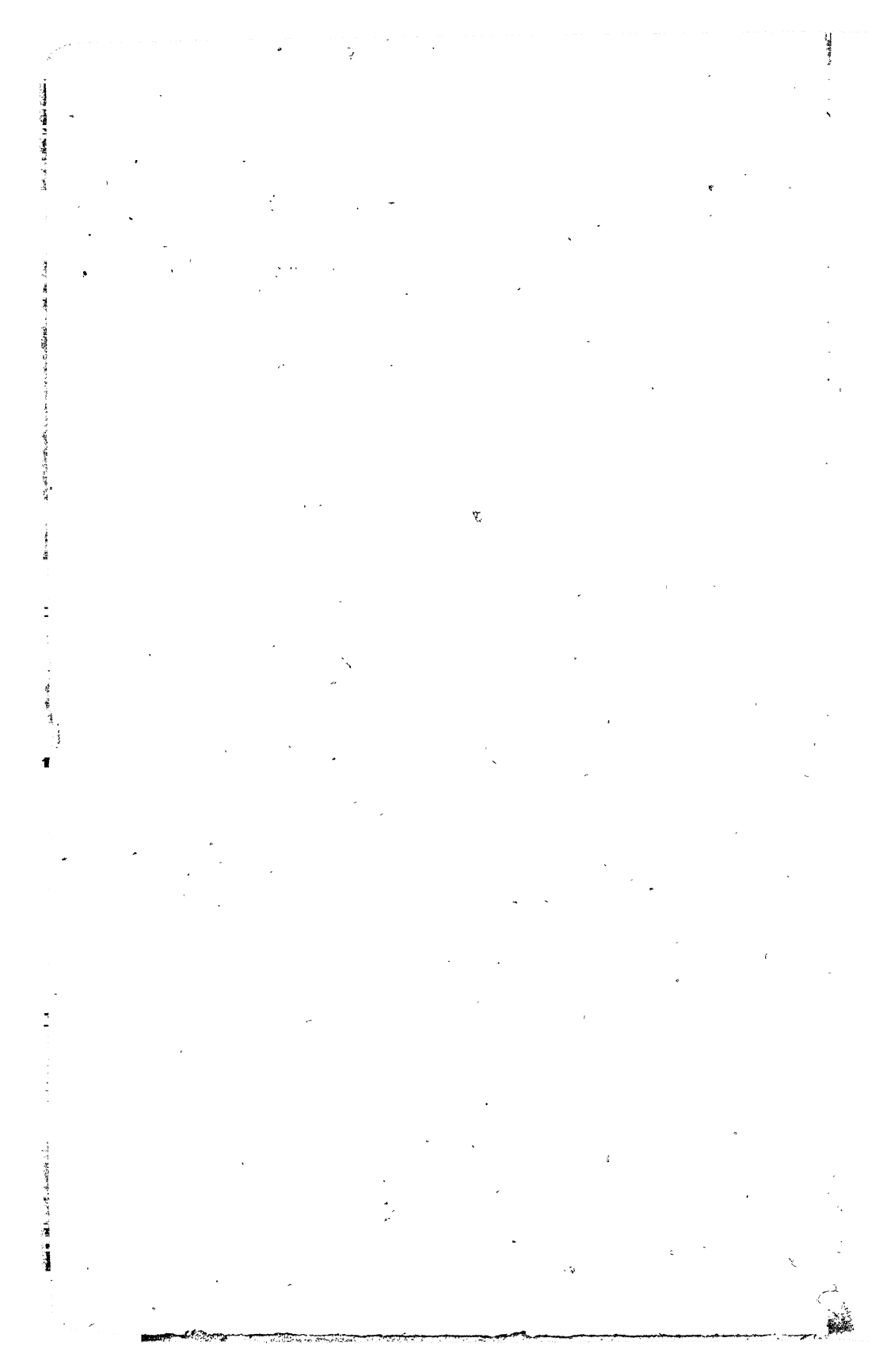
**Consulting Physician.**

E. M. HODDER, ESQ., M. D.

*John Rowse*  
*P.M. Rowse & Co. Printers*  
TORONTO:

HENRY ROWSELL, PRINTER, KING STREET.

1851.



## AN ACT

### *To Incorporate "The Orphans' Home and Female Aid Society, Toronto."*

WHEREAS an Association has been formed in the City of Toronto, under the name of "*The Orphans' Home and Female Aid Society*," for the purpose of affording relief and support to friendless orphans and destitute females of the said City and of the County of York, and in addition thereto, to afford religious and moral instruction to all who may become dependent thereon; and whereas the Association is composed of the several persons hereinafter mentioned: Be it therefore enacted, &c.,

That Mary G. Sherwood, Clara L. Cayley, Mary Carthew, Harriet E. Gamble, Charlotte B. Ridout, Caroline M. Rahn, Mary S. Macdonald, Wilmot Cumberland, Isabella Baby, Mary Ann Musson, Mary Ann Thomas, M. Thomas, Marianne Liddell, Augusta Draper, Caroline Moffatt, Mary Burn, Caroline Jarvis, Mary S. Jarvis, Elizabeth B. Burns, Alice Clark, Caroline Carthew, Harriette Lett, Mary A. O'Brien, Emma Robinson, Emily M. Lefroy, Mary Robinson, Sarah Ann Boulton, Harriet E. M. Boulton, Sarah Heath, Georgiana Harman, Anne Esten, Eliza Heward, Mary Cosens, Diana Moffatt, Sarah Spragge, Mary Browne, Eliza Stanton, Sarah Nation, Anna Mary Crickmore, Julia Howard Bovell, Emma C. Deslandes, Henrietta Robart's, Louisa Galt, Lilla Vankoughnet, Mary Emily Brock, Hannah Paterson, Leonora Wakefield, and such other persons as shall under the provisions of this Act become members of the said institution, shall be and are hereby declared to be a body politic and corporate, in deed and in name, by the name of "*The Orphans' Home and Female Aid Society, Toronto*," and by that name shall have perpetual succession and a common seal, and shall have power from time to time to alter, renew or change such common seal at their pleasure, and shall by the same name from time to time and at all times hereafter be able and capable to purchase, acquire, hold, possess and enjoy, and to have, take and receive to them and their successors, to and for the uses and purposes of the said corporation, any land, tenements and hereditaments and real or immoveable property and estate, situate,

Preamble.

Certain persons incorporated.

Corporate name and powers.

Real  
property.

lying and being within this Province, not exceeding in yearly value the sum of *one thousand pounds* currency, and the same to sell, alienate and dispose of, and to purchase others in their stead for the same purposes ; and by the same name shall and may be able and capable in law to sue and be sued, implead and be impleaded, answer and be answered unto in all courts of law and places whatsoever, in as large, ample and beneficial a manner as any other body politic or corporate, or as any persons able or capable in law may or can sue or be sued, implead or be impleaded, answer or be answered unto in any manner whatsoever ; and shall have

By-laws.

power and authority to make and establish such rules, orders and regulations, not being contrary to this statute nor to the laws in force in this Province, as shall be deemed useful or necessary for the interests of the said Corporation and for the management thereof, and for the admission of members into the said Corporation, and from time to time to alter, repeal and change the said rules, orders and regulations or any of them ; and shall and may do, execute and perform all and singular other the matters and things relating to the said Corporation and the management thereof, which shall or may appertain thereto ; subject nevertheless to the rules, regulations, stipulations and conditions hereinafter prescribed and established.

Annual  
General  
Meetings,  
when to be  
held, and for  
what pur-  
poses.

II. And be it enacted, That an annual general meeting of the members of the Corporation shall be held on the first Tuesday of the month of June in each and every year, or if any such Tuesday be a Holy-day, or if the election hereinafter mentioned be not for any cause then had, then on such day as shall be appointed in the manner hereinafter mentioned for the annual election of Directresses and Managers, a Secretary, a Treasurer, or other Office-bearers of the said Society, as to the said Corporation shall seem meet, by and through the majority of such members present at such general meeting, and for the transaction of all such matters and things relating to the affairs of the said Corporation for the year preceding such first Tuesday in the said month of June, and for the adjustment and settlement of the accounts and business of the said Corporation for the said preceding year: Provided always, that the said Corporation, on a requisition signed by not less than five of the members

Proviso:  
Special  
General

thereof, may at any time, by a notice to be inserted for not less than five days in one or more of the newspapers published in the City of Toronto, call a general meeting of the members of the said Corporation, specifying the hour, day, place and object of the said meeting; and the members of the Society, or the majority thereof, at any such extraordinary meeting as aforesaid, shall have power and authority to make, revise, alter or rescind any rules, orders and regulations for the management of the Corporation, after notice of any motion for introducing any new rule, or for any such repeal or alteration, shall have been given at the general meeting next immediately preceding that at which such motion shall be made and considered, and to admit new members, and to fill up all vacancies which may occur among the said Directresses and Managers, Secretary and Treasurer aforesaid, and generally to do and perform all such matters and things as may be conducive to the well being of the said Corporation.

III. And be it enacted, That all and every the estate and property, real and personal, belonging to, or hereafter to be acquired by the members of the said Association, and all debts, claims and rights whatsoever, due to them as such, shall be and are hereby vested in the Corporation hereby established, and the Directresses, Managers, Secretary and Treasurer, appointed or to be appointed before the first annual general meeting shall be held under the authority of this Act, shall be and continue to be the Directresses, Managers, Secretary and Treasurer of the said Corporation, until others in their stead, or the same, shall be elected at such annual general meeting, in the manner herein provided; and the rules, orders and regulations now made or to be made for the management of the Association herein first mentioned, shall be and continue to be the rules, orders and regulations of the said Corporation until altered or repealed in the manner herein provided; and the said rules, orders and regulations shall be submitted to the members of the said Society for their approval and confirmation at such first general meeting as aforesaid, at which they may be confirmed, rejected, altered, amended, or new rules substituted for them, without any previous notice, anything herein contained to the contrary notwithstanding.

Meetings may be called and how; and for what purposes.

Property of the Association vested in the Corporation; and its Officers, By-laws, &c., to be those of the Corporation until it be otherwise ordered.

By-laws, &c., to be submitted for revision at first General Meeting.



Powers of the  
Directresses  
and Mana-  
gers.

IV. And be it enacted, That the Directresses and Managers for the time being shall have power to appoint such officers and servants of the said Corporation as shall be necessary for the well conducting of the business of the same, and to allow to them such compensation for their services respectively as shall be reasonable and proper; and the said Directresses and Managers shall be capable of exercising such other powers and authority for the well governing and ordering of the affairs of the said Corporation as shall be prescribed by the rules, orders and regulations of the said Corporation.

Non-liability  
of Members.

V. And be it enacted, That nothing herein contained shall have the effect, or be construed to have the effect, of rendering all or any of the said several persons hereinbefore mentioned; or all or any of the members of the said Corporation, or any person whomsoever, individually liable or accountable, for or by reason of any debt, contract or security, incurred or entered into for or by reason of the said Corporation, or for, or on account, or in respect of any matter or thing whatsoever, relating to the said Corporation.

Married wo-  
men may act  
without  
their  
husbands.

VI. And be it enacted, That it shall not be necessary to the validity of any act performed by any married woman, as a member of the said Corporation, or to her becoming such, that she be thereunto specially authorized by her husband; any law, usage or custom to the contrary notwithstanding.

Rights of the  
Crown, &c.,  
saved.

VII. And be it enacted, That nothing herein contained shall affect or be considered to affect, in any manner or way, the rights of Her Majesty, her heirs or successors, or of any person or persons, or of any body politic or corporate, such only excepted as are hereinbefore mentioned and provided for.

VIII. And be it enacted, That the said Corporation shall be bound when required by the Governor or person administering the government of this Province for the time being, to render true statements of their receipts and expenditure, and of the real and personal estate held and enjoyed by the said Corporation.

Public Act.

IX. And be it enacted, That this Statute shall be deemed a Public Act, and shall be judicially taken notice of as such by all Judges, Justices of the Peace, and other persons whomsoever, without being specially pleaded.

**RULES & REGULATIONS**  
OF  
**THE ORPHANS' HOME & FEMALE AID SOCIETY,**  
**TORONTO.**

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I. Every person paying an annual subscription of one pound shall be a Member of the Society, entitled to vote at the general annual meeting; and every person presenting a donation of five pounds shall be a Life Member.

Members of  
the Society.

II. The Society shall, for the present, limit its exertions to affording relief and support to friendless Orphans of all denominations of the Protestant religion, admitted under the regulations hereinafter provided.

Objects of the  
Society.

III. The government of the Society shall be under the direction of twenty Managers, who shall be chosen annually at the general meeting on the first Tuesday in June in each year; and who shall assume their duties as soon as possible after their election, and at their first meeting shall appoint from among themselves a first and second Directress, a Treasurer and a Secretary, for the year ensuing.

Direction to  
be in twenty  
Managers.

IV. The Managers shall meet monthly, on the last Tuesday of each month, to direct all things necessary for the benefit of the Society. At all meetings of the Managers five shall form a quorum for the transaction of any business, except the alteration of or addition to the Rules and Regulations of the Society. No such addition or alteration shall take place unless a proposal to that effect be first made and seconded at one monthly meeting, and discussed and passed at the next, when not less than twelve Managers shall be present. One of the Directresses shall preside at all meetings; and if they are absent, a Presiding Directress shall be chosen for the occasion. The Presiding Directress shall propose all questions, declare the decision, and have the casting vote. On the requisition of any three of the Mana-

Duties of the  
Managers.

gers, the Secretary may call a meeting of the Managers, at any time, giving at least twenty-four hours' notice. Some of the Managers, in such order as they may determine, shall visit the house at least three times a week, to order all things necessary; and shall keep a minute book, in which they shall record their observations on the concerns of the house generally, to be laid before the monthly meeting. They shall investigate the management of the Matron and the conduct of the inmates, inspect their work, and direct the domestic proceedings of the house. If a Manager is by any means precluded from fulfilling the duties of her office, she shall notify the Secretary thereof, before the next monthly meeting, in order that a substitute be named for the ensuing month. The Managers shall decide upon the claims of applicants for admission to the house, after a perfect investigation relative to the circumstances and situation of the claimant, and shall enquire respecting those persons who may apply to take any of the children as apprentices; and being satisfied of the respectability and competency of such persons to fulfil the terms of the indenture of apprenticeship, shall make the necessary order for apprenticing.

Duties of the  
Treasurer.

V. The Treasurer shall keep a register of the Subscribers and Donors, and shall receive all monies, and keep an account of the same and of the disbursements; an abstract statement of which shall be presented to the Managers at each of their monthly meetings; and a full statement, with the vouchers of all receipts and disbursements for the year, shall be given to the Managers, to be audited by them, not less than eight days previous to each annual meeting of the Society. The Treasurer shall also inspect and certify the account of the Matron, previous to each monthly meeting, and pay no bill without an order of the Managers at such meeting.

Duties of the  
Secretary.

VI. The Secretary shall keep a list of the Managers, and give them notice of the monthly meetings. She shall commence the business of each meeting of the Managers by reading the minutes of the preceding meeting and the statement of the Treasurer. In case of the sickness or absence of the Secretary, a Secretary pro tem. shall be chosen by the Managers, from among themselves, at such meeting. The Secretary shall keep a record of the children's names

and ages, the place of their birth, the church to which their parents belonged, and the time and circumstances under which each child enters and leaves the house ; and shall, at least once in twelve months, enquire by writing or otherwise into the state of the children apprenticed by the Society, should the person who becomes responsible for the superintending care of them neglect to fulfil the promise made, to inform the Managers or Treasurer thereof. The Secretary shall keep such other books and records as the Managers may require, and conduct the correspondence of the Society. She shall place in the room in which the Managers meet the names of the Managers, with their places of abode, that any person may know to whom to apply respecting the admission or taking away of any of the children. And lastly, she shall prepare an annual report of the proceedings of the Society, to be approved by the Managers, containing a statement of accounts and management, to be read at the general meeting of the members of the Society to be held on the first Tuesday in June in each year ; of which annual meeting she shall cause advertisements to be inserted in the newspapers of Toronto at least three weeks previous to the said first Tuesday in June.

VII. The Matron shall be elected by the Managers at a <sup>Duties of the</sup> monthly meeting, who shall decide on the amount of her salary <sup>Matron.</sup> (unexceptionable certificates having been previously furnished), and she may be removed without notice, if occasion require. The management of the domestic affairs shall be vested in the Matron, under the supervision of the Managers, who shall provide such other aid as the wants of the House may from time to time require. No relative or friend shall interfere in the management of the children, nor visit them except in the presence of the Matron, nor at any time when such visits are disapproved by the Managers. A School shall always form part of the establishment, and religious instruction of the Church of England shall be included in the daily education of the School. School hours from 9 to 12 a. m. and from 2 to 5 p. m. There shall be such diet as may be approved by the Managers or medical advisers. The hours of rising and retiring shall be at 6 and 9 in summer, and 7 & 8 o'clock in winter. The Matron shall pass through the dormitories after the hour of retiring and see

that the lights are extinguished and removed. The discipline shall be strictly parental in its character, and the order and decorum of a well regulated family shall be carefully observed. The Matron is to be particular in her attention to the clergy and strangers who visit the House, and she shall not be absent or sleep out of the House without permission from one of the Managers. Upon the representation of the Matron of the failure of duty in any of the persons hired, she shall be at liberty (with the consent of the Managers) to dismiss them from service. All cases of disobedience to the orders of the Matron by the inmates to be represented to the Managers.

Regulations  
for the ad-  
mission of  
the Children.

VIII. The objects of the charity shall consist of three classes—1st, Orphans: 2nd, Children without a Father: 3rd, Children without a Mother. Preference shall be made of applicants in the above order. All applications for the admission of children shall be made in writing to the Managers (under cover to the Secretary), and must be approved by them; and the admission of the different classes shall be according to the priority of the applications. The election of the candidates for admission shall be determined by the Managers at their monthly meetings, and to such an extent as the funds of the Society will admit. Any of the Managers may nevertheless in their discretion admit children into the House in the interim, subject to such approval. Children admitted into the House shall remain under the care of the Matron for at least one year previous to their being apprenticed, unless circumstances may require this rule to be deviated from.

Regulations  
for Appren-  
ticing  
Children.

IX. Children are to be retained in the House until they are twelve years of age, unless a particularly good situation should offer for a child of an earlier age, when the case may be discretionary with the Managers. The friends of the children are allowed the privilege of procuring situations for them if they can do so on as favorable terms as the Managers. Subscribers to the Society shall always have the preference in the choice of Apprentices. Children on attaining the age of twelve years may be apprenticed to such worthy Protestant families as give satisfactory evidence to the Managers by the certificates of clergymen, that they are proper persons to have the charge of orphan children.

They may also be apprenticed to any trade, provided the same satisfactory evidence be adduced regarding the character of those to whom they are bound. Each child on leaving shall be furnished with a copy of the Bible, and be provided with a decent suit of clothes adapted to the season. No child shall be bound to a tavern-keeper or person keeping a boarding-house, and no female child shall be apprenticed to an unmarried man. The conditions of the Indenture of apprenticeship, whether to a family or for the purpose of learning a trade, shall be—to feed and clothe the child in a fit and proper manner, according to the respective situations of the parties, for a term of years—the boys until they attain the age of 21 years, and the girls that of 18 years; to bring up the child in the Protestant religion; to instruct the child in reading and writing; to teach and instruct the child in the art or trade of —— [or make perfect in domestic service] after the best manner; to remit to the Treasurer of the Society for the time being, at the expiration of each year from the date of the Indenture of Apprenticeship, the sum of Fifteen Shillings currency, to be placed in the Savings' Bank for the child's use when the Apprenticeship shall terminate,—at which period the child shall be provided by the Master with a new, good and suitable suit of clothes; and lastly, it shall be particularly covenanted and agreed that a written statement shall be transmitted once a year to the Secretary of the Society, of the welfare and condition of the child. Three months after the time of the several annual payments becoming due, if they are not then paid, notice shall be sent to the clergymen who recommended the person as a master, in order to enforce the discharge of the debt.