

MJ-2

Moose Jaw Co-Ordinating War Services Council fonds. [textual record, object]. – 1940-1952.
– 58.8 cm of textual records. – 1 object.

Boxes V-121, V-179 – V-182, H-1, H-73, H-101

Administrative history

The Moose Jaw Co-Ordinating War Services Council was established in 1940. Officers were J.W.A. Poulton, chairman, J.R. Castle, treasurer, and H.C. Morgan, secretary. Records and scrapbooks were kept by Mrs. Olive (Philip H.) West, chairman of the Parcel and Records Committee.

The Council operated the War Services Club for all branches of the armed forces. It was located in the Bank of Montreal Building on Main Street and Fairford Street East. It was established to provide recreation and a social centre for all servicemen, Canadian and those from overseas, who were being trained at the Service Flying Training Schools (S.F.T.S.) in Moose Jaw and area from 1940 to 1944. Through contacting the Club, citizens hosted servicemen for dinners and entertainment on Sundays and holidays.

The Moose Jaw War Service Auxiliary and the Moose Jaw War Services Council Parcel and Records Committee had nearly 2500 names on its mailing list for regular parcel service. They collected goods and money for parcels to be sent to Canadian troops. Much was directed through the Red Cross. Later, the Welfare Committee of the Council would meet “hospital” trains and supply the soldiers with some comforts.

Following the closure of the numerous training camps and the departure of many servicemen, the facility in the Bank of Montreal Building was closed. The Council continued to function, particularly the committees in charge of records, parcels, welfare, and welcoming troops home. The last reports were issued in 1946.

Fonds level scope and content

This fonds contains five series, the first consists of the records kept by the War Services Council and the War Services Auxiliary. Included is an Honour Roll of Moose Jaw servicemen, reports of the Parcels and Records Committee, two binders of newspaper reports on local servicemen killed, missing in action, or taken prisoner of war. There are also acknowledgment and thank you letters from parents to Moose Jaw City Council for the memorials and tributes paid to their fallen sons. There are two scrapbooks of newspaper clippings of war-related news. The second series contains 2 Visitor Books and a Reception and Adopted Homes Book of the War Services Club. The third series is financial records, including receipts, statements and ledgers. The fourth series is made up of minutes, reports and by-laws. The final series is comprised of correspondence, including thank you notes and letters relating to ration amounts.

Conservation note

A portion of this fonds were re-boxed in 2000. Wrapped in mylar in 2004. Material was added, re-boxed and foldered in 2006. Material was added, re-boxed and refoldered in 2012.

Note of immediate source of acquisition

Accession Number 2 BA donated to the archives by Eleanor Mossop (1907-1986). The third accession, material added in 2012, is believed to have been donated with the earlier material, however, shelved separately and consequently not processed at the same time.

Accruals

No further accruals expected.

Series level scope and content

War Services Council and Auxiliary

Dates: 1940-1944.

Extent: 16.5 cm of textual records.

Scope and Content: This series consists of the reports and records of the War Services Council Parcel and Records Committee and the War Services Auxiliary.

War Services Club

Dates: 1940-1944.

Extent: 8.50 cm of textual records.

Scope and Content: This series consists of two Visitor Books signed by those visiting the War Services Club and a volume that recorded requests of servicemen and hosts to arrange hospitality, meals, and board on certain occasions from 1940 to 1944

Financial Records of Co-Ordinating War Services Council

Dates: 1940-1952 ; predominate 1940-1946.

Extent: 24.1 cm of textual records.

Scope and Content: This series contains the financial records of the Moose Jaw War Co-Ordinating War Services Council. It includes treasurer's reports, financial statements, cash receipts, receipts of payment, and ledgers. Within these records are lists of donors for fundraising.

Minutes, Reports and By-Laws of Co-Ordinating War Services Council

Dates: 1940-1946.

Extent: 6.70 cm of textual records and 1 rubber stamp.

Scope and Content: This series contains meeting minutes, by-laws, and declarations. It includes descriptions of the organization's various committees as well as their reports received by the executive committee. It also contains one rubber stamp that reads: 'Moose Jaw War Co-Ordinating War Services Council / Chairman or Vice Chairman/ Treasurer'. The stamp appears on various reports throughout the series and fonds.

Correspondence of Co-Ordinating War Services Council

Dates: 1941-1944.

Extent: 2.00 cm of textual records.

Scope and Content: This series holds correspondences relating to donations, many of these are in the form of thank you notes to donors. It also includes Ration Administration forms and correspondence. This material is regarding the ratios provided to the organization – forms sent by the Council and letters from the Ratio Administration asking for clarification on the forms.

Finding aids

See file list.

File List

First Accession

MJ-2/1 War Services Council and Auxiliary - [textual record] - 1940-1944 - 16.5 cm of textual records. Box V-121, Box H-73

001 Moose Jaw Servicemen Honour Roll [194-]

002 Reports - Parcel and Records Committee 1940-1946

003 Newspaper Reports - Casualties, Missing in Action, Prisoners of War, Safe Return A-L 1940-1946.

004 Newspaper Reports - Casualties, Missing in Action, Prisoners of War, Safe Return M-Z 1940-1946

005 Scrapbook 1 [194-]

006 Scrapbook 2 [194-]

Second Accession

MJ-2/2 War Services Club - [textual record] 1940-1944 - 8.5 cm of textual records. Box H-1

001 Visitor's Book 1940-1942

002 Visitor's Book 1942-1944

003 Reception/Adopted Homes Book 1940-1944

Third Accession

MJ-2/3 Moose Jaw Co-ordinating War Services Council. – [textual records]. – 1940-1952. – 32.8 cm of textual records and 1 stamp. Boxes V-179 – V-182, H-101.

Box V-179

001 – Treasurer's Reports. – 1943-1946.

002 – Minutes of the Moose Jaw War Services Auxiliary. – 1940-1946, 1952.

003 – By-laws, Declaration and Member list. – 1940, 1943.

004 – Correspondence – Donations. – 1941.

005 – Monthly Financial Statement. – 1941-1944.

006 – Bank Account Statements. – 1942.

007 – Statement of Accounts – War Charities Act and Caron Airport. – n.d., 1941.

008 – Cash Receipts. – 1944-1945.

009 – Bank Account Statements. – 1944-1945.

Box V-180

010 – Receipts of Payment. – 1941-1945.

Box V-181

010 – Receipts of Payment. – 1941-1945.

011 – Bank Statements. – 1940.

012 – Receipts of Payment. – 1940.

Box V-182

013 – Ledger. – 1944. – 1 cm

014 – Mr. P. West's Records of Christmas 1941 Boxes. – 1941.

015 – Ration Administration Forms and Correspondence. – 1943-1944.

016 – Committee Descriptions. – 1941.

017 – Committee Reports Received at Executive Meetings. – 1940-1941.

018 – War Services Council Stamp. – n.d.

Box H-101

019 – Ledger. – 1940-1950