
Sources of Family History

299 Research
Guide

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INTRODUCTION

The Archives of Ontario preserves the province's documentary heritage and makes it available to the public. Since 1903 it has been collecting historically valuable records created by both the Ontario government and the private sector. Records from businesses, clubs and associations, labour and political organizations, and private individuals complement the official government records.

Using this Research Guide

This Research Guide provides information about sources available at the Archives of Ontario that may help with your family history research. It is arranged alphabetically into sections corresponding to various types of sources. Each section provides summary information about the sources and how to access them.

Please keep in mind that this is not an exhaustive list of sources available at the Archives of Ontario. As well, only those sources available through the Archives are mentioned in this Research Guide. Please note that the information in this Research Guide is current as of July 2006.

The following prefixes and terms appear throughout this Research Guide:

Archival Reference Code or Term	Explanation	Examples
F (fonds) / C (collection)	The records of an individual, non-government organization or corporation.	F 229, T. Eaton Co. fonds
RG	The records of the Government of Ontario.	See "Series" below
Series	Records that have been filed together because they relate to the same activity, function or subject.	RG 80-2, Registrations of births and stillbirths F 229-167, Eaton's employee application forms, retirement and death notices
Inventory / Finding Aid	A written description of archival or library holdings.	Inventory 80, Records of the Office of the Registrar General Finding Aid L 15, Toronto City Directories on Microfilm
MS/ GS	Microfilm reels	MS 934, reel 1 GS 539, Township of Blanshard censuses
NA MG	Non-government records held by the National Archives of Canada	NA MG 14, Loyalist Claims and Conversion List
NA RG	Government of Canada records held by the National Archives of Canada	NA RG 19, Board of Claims for War of 1812 Losses

Throughout this Research Guide, researchers are directed to the following research tools for further information and instruction on how to access archival records:

- The **Archives Descriptive Database (ADD)** describes archival records held by the Archives, as well as the government offices, organizations, corporations, and individuals that created the records. Not all records in the Archives' holdings have been included in the ADD to date. The ADD is available on the Archives' web site at <http://www.archives.gov.on.ca> and on-site at the Archives.
- **BIBLiON** is a searchable database that describes most of the holdings of the Archives of Ontario Library acquired since 1989 as well as the Archives' complete pamphlet collection. Pre-1989 library holdings are gradually being added to BIBLiON. BIBLiON is available on the Archives' web site and on-site at the Archives.
- **Finding aids, inventories and card catalogues** provide descriptions of records held by the Archives, records from other institutions available on microfilm at the Archives and some of the

Archives' library holdings. Most finding aids and inventories can be consulted on-site at the Archives only.

- **Guides** provide information on the Archives' services, procedures and records of general interest. They are available on the Archives' web site and on-site at the Archives.

Getting started with family history research

When beginning family history research in Ontario, consider doing one or more of the following:

- Gather any records held by your family documenting its presence at a certain time and place, such as family Bibles, birth, marriage and death records, deeds, wills, photograph albums, scrapbooks, military records, letters, school diplomas, yearbooks or awards. Ask relatives for information and documents.
- Consult publications that provide information and guidance on researching Ontario ancestors. Many libraries, including the Archives' library, hold some of these publications. The biggest collection of published material on Ontario genealogy is the **Canadiana Collection, North York Central Library Branch, Toronto Public Library** (5120 Yonge Street, North York, Ontario, M2N 5N7, 416-395-5623, <http://www.tpl.toronto.on.ca>). It includes the book collections of the Ontario Genealogical Society, the Canadian Society of Mayflower Descendants, the Jewish Genealogical Society of Canada (Toronto region) and the Société franco-ontarienne d'histoire et de généalogie (Toronto chapter).
- Contact organizations such as the **Ontario Genealogical Society** (main office: 40 Orchard View Blvd., #102, Toronto, Ontario, M4R 1B9, 416-489-0734, <http://www.ogs.on.ca>), which provides workshops and general advice on genealogical research.
- Visit the Archives of Ontario web site at <http://www.archives.gov.on.ca>. It provides information on the Archives' holdings and services, as well as links to outside resources.
- Employ the services of independent genealogical researchers. Refer to Customer Service Guide 111 *Genealogical Researchers in Ontario* for more information.

Accessing the sources

Records held by the Archives can be consulted in the Archives' reading rooms. Microfilm reels are available on a self-service basis. **Original records must be retrieved for you.** For each retrieval, a *Records and Papers Request Slip* must be submitted. Many records are located off-site and a minimum of 1 business day is needed to retrieve them. Please note that access restrictions apply to some of the records mentioned in this Research Guide. **For information on accessing records that are restricted under provincial legislation**, refer to Customer Service Guide 109 *Freedom of Information and Protection of Privacy*.

Some of the microfilm held by the Archives can also be borrowed and consulted in public and university libraries, through the Archives' **Microfilm Interloan Service** program. Refer to Customer Service Guide 110 *Microfilm Interloan Service* or consult the Microfilm Interloan Service section of the Archives' web site for more information.

National Archives of Canada (NA MG and NA RG) records mentioned in this Research Guide are available on self-service microfilm on-site at the Archives of Ontario. For information about the National Archives of Canada's holdings and services (including interloan), contact the Genealogy Unit, Researcher Services Division, National Archives of Canada (395 Wellington Street, Ottawa, Ontario, K1A 0N3, 1-866-578-7777 toll-free within Canada and the United States, <http://www.archives.ca>).

The **Family History Centers of the Church of Jesus Christ of Latter-day Saints (LDS)** hold copies of some of the microfilm described in this Research Guide. For the nearest Family History Center, refer to the LDS' web site at http://www.familysearch.org/Eng/Library/FHC/frameset_fhc.asp or call 1-800-346-6044 in North America.

Books mentioned in this Research Guide are available from the Archives of Ontario Library and may be available at other libraries also. Some of the books are available on self-service

bookcases in the Archives' Main Reading Room, while others can be retrieved for you from the library stacks. Please note that copies held by the Archives are for reference purposes only.

Archives of Ontario hours of operation

Main Reading Room (researcher registration, textual records, library materials, self-service microfilm, guides, finding aids, inventories, card catalogues, online access to web site and databases)

- **Regular hours (reference and hourly retrieval services, last retrieval at 4:00)**
 - Monday to Friday 8:15 a.m. to 5:00 p.m.
- **Extended hours (no reference or retrieval services)**
 - Monday to Friday 5:00 p.m. to 10:30 p.m.
 - Saturday 10:00 a.m. to 8:00 p.m.

Special Collections Reading Room (architectural, cartographic, documentary art and photographic records, related finding aids, inventories and card catalogues, online access to web site and databases)

- Monday to Friday 8:15 a.m. to 5:00 p.m. (reference and retrieval services; retrieval service ends at 4:30 p.m.)

Sound and Moving Images Reading Room (film, video, sound recordings, related finding aids, reference and retrieval services)

- By appointment only

The Archives of Ontario is closed on Sundays and statutory holidays.

1. ABORIGINAL PEOPLE, RECORDS OF

Holdings of genealogical interest regarding aboriginal people in Ontario include: birth, marriage and death records; birth, marriage and death registers from churches and missions serving aboriginal communities; lists of reserve residents; wills and estate files; land records; as well as non-government records of fur trade posts. These records are described in ***Aboriginal peoples in the Archives: a guide to sources in the Archives of Ontario*** (Toronto: Ministry of Culture and Communications / Archives of Ontario, 1992). This guide is available in the Main Reading Room's General Reference Books bookcase as well as on the Archives' web site. See also Section 2 **Birth, marriage and death records**, Section 11 **Land records** and Section 17 **Wills and estate records** of this Research Guide.

Indian Affairs records (NA RG 10) include the records of the federal departments with responsibility for Indian affairs. Inventory D 9 ***Records pertaining to Indian affairs*** describes the records of the Department of Indian Affairs. These records include some enfranchisement (renunciation of Indian status) records, birth, marriage and death records, pension records for veterans, school records, as well as land records.

Bill Russell's ***Indian Affairs records at the National Archives of Canada: a source for genealogical research*** (Toronto: Ontario Genealogical Society, 1998) provides general information on federal records pertaining to Indian Affairs. Russell's book also includes information on how to conduct research on aboriginal ancestors; a self-service copy is available from the Main Reading Room's General Reference Books bookcase.

Aboriginal communities may hold genealogical records and information. For the addresses and historical profiles of Ontario aboriginal communities, see ***Akwesasne to Wunnumin Lake: Profiles of Aboriginal Communities in Ontario*** (Toronto: Ontario Native Affairs Secretariat and Ministry of Citizenship, 1992); this book is available from the Main Reading Room's General Reference Books bookcase.

2. BIRTH, MARRIAGE AND DEATH RECORDS (VITAL STATISTICS)

2.1: Records of the Office of the Registrar General

The Archives of Ontario holds microfilm copies of indexes to registrations (where they exist) and registrations for the following years:

Births: 1869-1909 **Marriages:** 1780-1924 (predominately 1869-1924) **Deaths:** 1869-1934

The Archives also holds registrations of **Ontario overseas deaths (RG 80-21)**, 1939-1947, which document the deaths of Ontario residents overseas (mostly during military operations) during and immediately after the Second World War.

Microfilm copies of these records are available in the Main Reading Room as well as through the Archives' Microfilm Interloan Service. Consult the Birth, Marriage and Death binders of Inventory **80 Records of the Office of the Registrar General** or the Vital Statistics pages on the Archives' web site for microfilm reel listings. Birth, Marriage and Death Pathfinders provide step-by-step instruction on how to find registrations; they are available in the Main Reading Room and on the Archives' web site. Refer to Research Guide 202 *Vital Statistics Bulletin* for general information on these records and their availability.

Vital statistics records transferred to the Archives of Ontario in 2006 (1910 births, 1925 marriages and 1935 deaths) are currently **closed** for microfilming, and will be available sometime in 2007. For information on vital statistics records not yet transferred to the Archives, contact the Office of the Registrar General, Box 4600, Thunder Bay, Ontario, P7B 6L8, www.cbs.gov.on.ca, 416-325-8305 within Toronto or 1-800-461-2156 toll-free within Ontario.

2.2: Other sources for births, marriages and deaths

- **Cemetery tombstone recordings:** The Ontario Genealogical Society has recorded the information found on tombstones throughout Ontario. Microfilm of these recordings is available on self-service reels in the Main Reading Room and through the Archives' Microfilm Interloan Service. For a listing of this microfilm, consult Inventory F 977 **Ontario Genealogical Society's cemetery recordings collection** in the Archives' Main Reading Room or the Microfilm Interloan Service section of the Archives' web site. The complete recordings on paper, including those not yet available on microfilm, are part of the Canadiana Collection, North York Central Library Branch, Toronto Public Library (5120 Yonge Street, North York, Ontario, M2N 5N7, 416-395-5623, <http://www.tpl.toronto.on.ca>).

The **Mount Pleasant Group of Cemeteries** (65 Overlea Boulevard, Suite 50, Toronto, Ontario, 416-696-7866) provides the names and date of death and burials of individuals buried in some of Toronto's major cemeteries. Consultation of this information is by appointment only.

- **Church records:** The Archives holds a few parish registers and other church records. As well, we hold baptism, marriage and burial records of travelling ministers who were not attached to a particular parish or congregation. Some of these church records are available on self-service microfilm in the Main Reading Room and through the Archives' Microfilm Interloan Service. Search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference code **F 978** for the Archives' **Church records collection**, or see the listing in Inventory F 978. Most church records that still exist are in the custody of the archives of each religious denomination. You will need to know the denomination of the persons involved and the location of the event to determine which religious archives to contact. Please consult with a Reference Archivist for more information.
- **Court records:** A limited number of marriage bonds as well as returns of births, baptisms, marriages, deaths and burials for various counties and districts throughout Ontario are in the following series:
 - **Eastern District marriage bonds (RG 22-4993)**, 1806-1807
 - **Essex County Clerk of the Peace birth, baptism, marriage and burial returns (RG 22-1897)**, 1826-1858
 - **Johnstown District Clerk of the Peace baptism, marriage and death returns (RG 22-2986)**, 1831-1862, 1870-1875
 - **Leeds and Grenville United Counties Clerk of the Peace marriage register (RG 22-2985)**, 1950-1956 (this register is subject to the same access restrictions as those noted for RG 80 in Sub-section 2.1 of this Research Guide)

- **Perth County Clerk of the Peace baptism, marriage and death records (RG 22-4286)**, 1853-1871, 1896-1899
- **Western District Clerk of the Peace marriage bonds (RG 22-1818)**, 1826-1828, 1835

For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference codes given above, or consult the series descriptions in Inventory 22 ***Courts and related officers records***.

- **Local records:** The following birth, marriage and death records are also available.
 - **Haldimand County:** burial register, 1851-1865; register of marriages, births, baptisms, and deaths, 1914-[ca.1929]
 - **Leeds and Grenville Counties:** marriage registers, 1805-1850 and 1869-1873 (on microfilm reel MS 187)
 - **Morrison Township:** registers of births, marriages, and deaths, 1895-1949
 - **Niagara, Town of:** registers of births, marriages, and deaths, 1848-1856; and correspondence and returns relating to vital statistics, 1848-1910 (on microfilm MS 178 Reel 16)
 - **Pittsburgh Township:** registers of births, deaths, and marriages, 1869-1891 (on microfilm MS 225 Reels 7 and 8)
 - **Raleigh Township:** births, 1868-1949; marriages, 1857-1949; deaths, 1895-1945
 - **Ryde Township:** register of births, marriages, and deaths, 1876-1884
 - **South Walsingham Township:** births, [ca.1860-ca.1905]; deaths, [ca.1860]-1919; and marriages, [ca.1860]-1932
 - **Waterloo County:** marriage returns to County Clerk, 1858-1869

Microfilm is available in the Main Reading Room or through the Archives' Microfilm Interloan Service. For access to other records, please consult a Reference Archivist. Access to the following records is restricted: births, from 1909 onward; marriages, from 1924 onward; and deaths, from 1934 onward.

- **Upper Canada marriage bonds (D 354), 1803-1848:** Marriage bonds were documents issued prior to the issuance of a marriage license. They were signed by two friends or relatives of the couple, who assumed liability in case of impediment to the marriage. Marriage bonds contain little information besides the names of the betrothed and the guarantors, their places of residence and the date and value of the bond.

Most bonds are in the custody of the National Archives of Canada. The Archives of Ontario holds microfilm copies of the bonds for Upper Canada (arranged in chronological order) and the corresponding alphabetical indexes. These records are available on self-service microfilm in the Main Reading Room. Search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference code **D 354** for information on how to access this microfilm.

Bonds for the years 1803-1834 are transcribed and indexed in Thomas A. Wilson, *Marriage bonds of Ontario, 1803-1834* (Lambertville, N.J.: Hunterden House, 1985); this book is available in the Main Reading Room's Genealogy Publications bookcase.

3. CARTOGRAPHIC RECORDS

The cartographic holdings of the Archives of Ontario include maps, plans and atlases documenting land ownership, occupancy and use. Most maps and atlases can only be consulted in the Special Collections Reading Room.

Cartographic records pertaining to family history research include:

- **County atlases:** Published for the most part in the late 1870s, county atlases show land occupancy and contain information about early settlement. Some of these atlases are also available in the Main Reading Room. As well, some county atlases have been microfilmed (microfilm number: B 34, reels 1-4); this microfilm is available both on self-service reels in the Main Reading Room and through the Archives' Microfilm Interloan Service.
- **Township plan collection (C 277), Township plans (RG 1-470), and Township plans in the Thomas Talbot fonds (F 501-1):** These plans were prepared by the Office of the Surveyor General and its successors as well as by surveyors working for private individuals such as land developers. All plans consist of a survey grid showing concessions and lots; on some plans,

additional information is inscribed, such as the names of occupants, dates of occupation, the location of crown and clergy reserves, and mill sites. For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference codes given above. Alternatively, consult Inventory C 277 **Township plan collection**, Series RG 1-470 in Inventory 1 **Crown land and resources records**, and Series F 501-1 in Inventory F 501 **Thomas Talbot fonds**.

- **Town and city plan collection (C 295) and Town and city survey plans (RG 1-471):** These plans show the layouts of cities, towns and villages. In addition to showing street layouts, plans may also provide additional information such as ward boundaries and may depict the locations of prominent structures, parks and green spaces. For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference codes given above. Alternatively, consult Inventory C 295 **Town and city plan collection** and Series RG 1-471 in Inventory 1 **Crown land and resources records**.
- **Patent plans (RG 1-100), [178? - ca.1978]:** These plans were drawn at the time a township was surveyed; subsequently, the names of individuals located on the land (often the original grantees) were written on the occupied lot. Over time, information such as patent numbers and references to other land records were added on some of the plans. For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference code **RG 1-100**, or consult the series description in Inventory 1 **Crown land and resources records**.

Joan Winearls' *Mapping Upper Canada, 1780-1867: an annotated bibliography of manuscript and printed maps* (Toronto: University of Toronto Press, 1991) describes pre-1867 maps of Ontario; this book is available in the Special Collections Reading Room and from the Archives' library (call number: 016.912713 W55).

For further information about the Archives' cartographic holdings and how to access them, please consult the Special Collections Reference Archivist.

4. CENSUS RECORDS

Starting in 1793, districts and municipalities in Upper Canada were mandated to conduct annual censuses. Colony-wide censuses were carried out in Canada West (current-day Ontario south of the Muskoka and Haliburton areas) in 1842, 1851-1852 and 1861. The federal government has conducted a Canada-wide census every tenth year since 1871.

4.1: Pre-1851 census records

These records often consist of statistical information with no names or only the names of family heads.

The following municipal fonds include pre-1851 census records for many Ontario townships and communities:

- **District of Gore fonds (F 1679)**
- **District of Johnstown fonds (F 1721)**
- **District of Newcastle fonds (F 1800)**
- **District of Niagara fonds (F 1804)**
- **District of Ottawa fonds (F 1849)**
- **Talbot District fonds (F 1951)**
- **Township of Trafalgar fonds (F 1965)**
- **Western District fonds (F 2007)**

With the exception of Talbot District, these censuses have been microfilmed and are available on self-service reels in the Main Reading Room and through the Archives' Microfilm Interloan Service. For a detailed list of this microfilm, consult the Microfilm Interloan Service section of the Archives' web site. You may also search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference codes given above for each district or township.

For other early Ontario census records, consult the finding aid **Ontario census returns, 1842-1901** (available in the Main Reading Room's Genealogy Reference Area).

The Archives also holds copies of Genealogical Society of Utah microfilm of censuses for the **Township of Binbrook, 1837-1839** (microfilm number: GS 1436) and the **Township of Blanshard, 1848 and 1850** (microfilm number: GS 539). This microfilm is available in the Main Reading Room and through the Family History Centers of the Church of Jesus Christ of Latter-day Saints.

An **index to the 1848 and 1850 censuses for the Districts of Huron, Johnstown and Newcastle** is available on self-service microfiche in the Main Reading Room's Genealogy Reference Area. The University of Western Ontario's D.B. Weldon Library (<http://www.lib.uwo.ca/weldon>) holds District of Huron censuses indexed on microfiche.

In addition, **militia muster rolls** served as county- or province-wide censuses of the adult male population. See Sub-section 14.1 **Militia records** of this Research Guide for further information.

4.2: Post-1850 census returns

The Archives of Ontario holds microfilm copies of the personal census returns for Canada West/Ontario for 1851-1852, 1861, 1871, 1881, 1891 and 1901, as well as the 1861 and 1871 agricultural census returns for Canada West/Ontario. The returns are arranged by county, then by town and township.

The personal returns usually record a person's age, country of birth and origin, religion, and occupation; the type and amount of information vary from one census to another. The agricultural returns record the concession and lot, buildings and livestock owned by farmers.

The microfilmed censuses are available on self-service reels in the Main Reading Room, as well as from the National Archives of Canada through interloan. Archives of Ontario finding aid **Ontario census returns, 1842-1901** (available in the Main Reading Room's Genealogy Reference Area) lists this microfilm by town and township. This finding aid is an annotated abstract of Thomas A. Hillman's *Catalogue of census returns on microfilm, 1666-1891 / Catalogue des recensements sur microfilm, 1666-1891* (Ottawa: National Archives of Canada, 1987), which is available in most libraries. A separate finding aid **Toronto Census Aid** (also available in the Genealogy Reference Area) lists the reels for the census returns for each Toronto ward and includes maps showing ward limits at the time of each census.

The following indexes are available:

- **1851:** An index and transcript on microfiche of the 1851 census for **Middlesex County** is available in the Main Reading Room's Genealogy Reference Area. The 1851 census for **Bruce, Grey, Lennox & Addington, and Wellington Counties** is indexed in Renie A. Rumpel's *Index to the 1851 of Canada West (Ontario)* (Waterloo, Ontario: Ontario Indexing Services, 2001), 3 vol.; this index is available in the Main Reading Room's Genealogy Reference Area.
- **1861:** The 1861 census for **Lennox and Addington County** is indexed in Linda Corupe's *Index to the 1861 Census of Lennox and Addington Co.* (self-published); it is available in the Main Reading Room's Genealogy Reference Area.
- **1871:** A surname index for the 1871 census for **all of Ontario** has been published by the Ontario Genealogical Society (30 vols., 1986-1992) and is available in the Genealogy Reference Area as well as on the National Archives of Canada's website (<http://www.archives.ca>).
- **1881:** An index of all names found in the 1881 census for all of Canada has been compiled by the Church of Jesus Christ of Latter Day Saints and is available on their website at <http://www.familysearch.org/>
- **1901:** See <http://automatedgenealogy.com/>

The Archives of Ontario also holds microfilm copies of the **1871 census returns for Quebec**. Consult the finding aid **Listing of the microfilm of the 1871 census for Quebec** (available on the Main Reading Room) or Hillman's book mentioned above.

5. CRIMINAL JUSTICE SYSTEM RECORDS

The Archives of Ontario holds some of the records created from the time police undertake an investigation into a criminal act to the end of a jail sentence, probation or parole.

Records in this section may be subject to access restrictions. Please consult with a Reference Archivist for further information.

5.1: Investigation records

The Archives of Ontario holds records pertaining to investigations and inquests by the Ontario Provincial Police (OPP), coroners, the Medico-Legal Laboratory, and the Fire Marshall.

These records include:

- **Ontario Provincial Police investigation records, 1901-1989**
 - **Criminal investigation records and reports (RG 23-26)**, 1901-1921 (predominant, 1909-1921)
 - **Major criminal investigation case files (solved cases) (RG 23-29)**, 1922-1969
 - **OPP members' diaries and notebooks/journals (RG 23-30)**, 1925-1989
 - **Special Investigations Branch crime reports (RG 23-49)**, 1936-1984
 - **Criminal investigations reports and files (RG 23-50)**, 1922-1970
 - **Major occurrence reports (RG 23-51)**, 1969-1983

For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference codes given above, or consult the series descriptions in Inventory 23 *Records of the Ontario Provincial Police*.

Please note that the Archives does not hold records of local, regional and national police services.

- **Coroners' records (various series in RG 22 and RG 33), 1830-1965:** Include records of investigations (informal) and inquests (formal) held in cases of suspicious or unexplained deaths. Consult Inventory 22 *Courts and related officers records* and Inventory 33 *Preliminary Inventory of the records of the Ministry of the Solicitor General* for further information, or search the Archives Descriptive Database (Archival Descriptions search option) using the keyword **coroner*** and archival reference codes **RG 22*** or **RG 33*** to identify series that contain these records.
- **Medico-Legal Laboratory early case files (RG 33, Series H-1), 1931-1961:** Document forensic services provided by the Laboratory to police services. Consult the series description in Inventory 33 *Preliminary Inventory of the records of the Ministry of the Solicitor General* for further information.
- **Office of the Fire Marshall investigation case files (RG 33-30), 1929-1988:** Document investigations of fires resulting in death or large scale property loss. For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference code **RG 33-30**.

5.2: Prosecution and indictment records

These records document the work of the Crown Attorneys in indicting and prosecuting criminal offences. They include:

- **Early Crown prosecution case files (RG 4-1, Boxes 7 and 8), 1794-1865:** For more information, see Inventory 4 *Records of the Ministry of the Attorney General*.
- **Supreme Court Central Office Criminal Assize Clerk criminal indictment case files (RG 22-392), 1853-1929:** To find a particular file, search the Archives Descriptive Database (Files and Items search option) using the last name as a keyword and the archival reference code **RG 22-392***. Alternatively, see Appendix A22 in Inventory 22 for an alphabetical listing by surname.
- **Supreme Court Registrar's criminal indictment files (RG 22-517), 1930-1979:** For more information, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference code **RG 22-517** or consult the relevant series description in Inventory 22 *Courts and related officers records*.

- **Crown Attorney prosecution case files (various series in RG 22), 1865-1971:** These files contain documentation used by Crown Attorneys in prosecuting criminal offences. There are gaps for records other than those of the Superior Courts, and most files document indictable offences. To identify series that contain these records, search the Archives Descriptive Database (Archival Descriptions search option) using the keywords **prosecution case files**, or consult the *Guide to criminal justice records at the Archives of Ontario* (available in the Main Reading Room) .
- **Central registry criminal and civil files (RG 4-32):** These files contain correspondence and documentation about major criminal and civil cases referred to or reviewed by the Department of the Attorney General's Crown Law Office in Toronto. Search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference code **RG 4-32**, or consult the relevant series description in Inventory 4 *Records of the Ministry of the Attorney General*.

5.3: Court records

Various courts have had jurisdiction for criminal cases over time. Court records in the Archives' holdings predominantly range from 1792 to 1979, with exceptions and gaps. They include:

- **Docket books:** List in chronological order all cases heard before a criminal court.
- **Minute books:** Provide a brief chronological outline of all cases heard before a criminal court.

Consult the *Guide to criminal justice records at the Archives of Ontario* (available in the Main Reading Room) for a list of series for these records; then refer to the series descriptions in Inventory 22 *Courts and related officers records* for further information. Alternatively, search the Archives Descriptive Database (Archival Descriptions search option) using the keywords **docket books** or **minute books** and archival reference code **RG 22***.

5.4: Correctional records

The Government of Ontario is responsible for incarcerating individuals awaiting trial, those sentenced to a prison term of less than two years, and young offenders. The Archives holds some records from provincially managed correctional facilities, dating from 1832 to 1986 with gaps. They include:

- **Adult inmate records (RG 20-26-1), 1933-1961, 1971-1983:** Consist of legal documents regarding the incarceration of adult inmates in provincial institutions. They are partially indexed in the **Index to adult inmate records (RG 20-26-2)**.
- **Registers (various series in RG 20):** Record information about inmates, reasons and conditions of incarcerations. They were used in all penal institutions.
- **Case files (various series in RG 20):** Include custodial and medical information supplementing the content of the registers.
- Other records, such as **Surgeon's registers**, **Punishment registers** and **Log books** of daily occurrences (**various series in RG 20**).

For a list of series for these records, search the Archives Descriptive Database (Archival Descriptions search option) using the name of the correctional facility in the "Keyword in Title" field, or appropriate keywords (**registers**, **case files**, etc.) and the archival reference code **RG 20***. Alternatively, consult the *Guide to criminal justice records at the Archives of Ontario* (available in the Main Reading Room), then refer to the series descriptions in Inventory 20 *Records related to correctional services functions* for further information.

5.5: Probation and parole records

Records containing personal information about paroled inmates include:

- Selected **case files from the Ontario Board of Parole** and the **Probation and Parole Field Offices** of the Ministry of Correctional Services, from the early 1950s to the 1980s. To identify series that contain these records, search the Archives Descriptive Database (Archival

Descriptions search option) using the appropriate keywords (**parole, probation, Board of Parole**, etc.) and the archival reference code **RG 20***. Alternatively, consult the *Guide to criminal justice records at the Archives of Ontario* in the Main Reading Room for a list of series for these records; then refer to the series descriptions in Inventory 20 **Records related to correctional services functions**.

- **Ontario Board of Parole minute books (RG 8-53), 1910-1932:** Information recorded in these books includes names of inmates appearing before the Board and Board decisions.
- **Ticket of leave register (RG 8-55), 1911-1915:** “Ticket of leave” was an early term used to refer to parole.
- **Extra-mural employment of sentenced persons register (RG 8-57), 1921-1922:** This register documents individuals who were allowed to work and live outside the prison while still officially serving their sentence.
- **Ontario Board of Parole register (RG 8-59), 1917-1921:** This register was used by the Board of Parole to document all prisoners committed to penal institutions in Ontario.

For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference code **RG 8-59**, or consult the series descriptions in Inventory 8 **Records of the Department of the Provincial Secretary**.

6. DIVORCE RECORDS

From 1867 until 1931, Ontario divorces were granted by the Federal Parliament and printed in the *Canada Gazette*, available at most major libraries. For a copy of the Resolution or Act of Parliament granting a divorce, contact: Office of the Law Clerk and Parliamentary Counsel, Room 304, 3rd Floor, 222 Queen Street, Ottawa, Ontario, K1A 0A4, 613-992-2416.

In 1927, the Supreme Court of Ontario was given the power to annul marriages and, in 1931, to grant divorces, alimony, and child custody. The Archives of Ontario holds files for divorce actions **initiated** between **1931-1978**. Each divorce file typically includes the petition for divorce, affidavits, and judgements/decrees nisi and absolute. Some files also may include examinations, documents relating to child custody, copies of marriage certificates, and photographs of co-respondents (defendants).

For instructions on accessing divorce files, refer to Research Guide 210 *Finding Divorce Files in Ontario* or Research Guide 211 *Finding Divorce Files in York County*.

To view files for divorce actions initiated **after 1978**, contact the county or district courthouse where the divorce was filed. For a listing of courthouse addresses, consult Table #2 in Research Guide 210 *Finding Divorce Files in Ontario*.

7. EDUCATION RECORDS

Education records pertaining to family history research include:

- **Local school board records:** The Archives of Ontario holds pre-1969 records for a limited number of local school boards across Ontario. These records may include daily attendance registers, general registers (recording passage from one grade to another), minute books of boards and ratepayers meetings, and administrative records. Registers may contain students' names and ages, parents' or guardians' names, as well as information on school attendance, graduation and moves.

For access to records 100 years old or less that contain personal information, researchers must obtain written permission from the District School Board with jurisdiction over the territory of the former local school board. Local school board records not in the custody of the Archives of Ontario may be in the custody of the District School Board or local repositories. Please contact the Reference Archivist for more information on local school board records.

- **Records of the Ministry of Education (RG 2):**

- **Reports of academic standing / student records (RG 2-133):** These records provide exam results of students who wrote the various provincial-wide examinations between 1867 and 1917. The reports document the student's name, age, where the exam was written, when it was written and the grades the student received on the exams. Some of the reports also contain additional information such as comments by the examiners about the student and any previous schools attended by the student.
- **Dissolved school board records, 1848-1986:** In the 1980s certain school boards in remote areas of Ontario ceased to exist, and their records were transferred to the Archives of Ontario. Records of these school boards may include attendance and general registers, lists of students, minute books of boards and ratepayers meetings, and administrative records. The following series contain records of dissolved school boards:
 - **Midnorthern Ontario dissolved school board records (RG 2-277)**
 - **Northeastern Ontario dissolved school board records (RG 2-275)**
 - **Northwestern Ontario dissolved school board records (RG 2-246)**
 - **Ottawa Valley Region dissolved school board records (RG 2-248)**
- **Normal and model school student records:** Normal School records contain information on individuals studying to become teachers in Ontario. Model School records contain information on children who were taught by student teachers. The following series contain student records from the Normal and Model Schools:
 - **Hamilton Normal School student records (RG 2-340), 1908-1977**
 - **Lakeshore Teachers' College student records (RG 2-269), 1959-1968**
 - **London Normal School student records (RG 2-349), 1900-1973**
 - **Model schools student teachers' registers (RG 2-360), 1908-1914**
 - **Normal Schools applications records (RG 2-361), 1869-1872, 1897-1921**
 - **North Bay Normal School admissions register (RG 2-252), 1909-1923**
 - **Ontario Normal College student records (RG 2-357), 1895-1908**
 - **Ottawa Model School student records (RG 2-256), 1880-1939**
 - **Ottawa Normal School Student records (RG 2-368), 1875-1974**
 - **Peterborough Normal School admissions register (RG 2-348), 1908-1923**
 - **Stratford Normal School student records (RG 2-254), 1908-1972**
 - **Toronto Model School student records (RG 2-321), 1853-1938**
 - **Toronto Normal School student records (RG 2-128), 1847-1974**
- **Grammar school trustees' half-yearly reports (RG 2-21), 1854-1871:** Provide the names and ages of students and the names of teachers across Ontario.
- **Algoma Public School Inspectorate School trustees' half-yearly reports (RG 2-98-1), 1862-1885:** Provide the names and ages of students and the names of teachers for schools in the area between Lake Nipissing and Lake of the Woods.
- **Department of Education superannuation applications files (RG 2-114-1), 1820-1919:** Include information submitted by retired teachers and school inspectors regarding their career in education.
- **Teacher and Principal certification registers (various series within RG 2):** Contain information on individuals who obtained certificates allowing them to teach or to become principals in Ontario. The registers include the individual's name, qualification and type of certificate he or she possessed.

For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference codes given above, or consult the series descriptions in Inventory 2 *Records of the Ministry of Education*. Please note that access to records 100 years old and less that contain personal information is governed by the *Freedom of Information and Protection of Privacy Act*. Please consult with a Reference Archivist for further information.

- **Published lists of teachers: *Schools and Teachers in the Province of Ontario*** was published annually by the Department of Education between 1911 and 1966, except for 1933 (see below). It lists all teachers in Ontario by the school at which they taught in the fall school term of each year. These lists are available on self-service microfilm in the Archives' Main Reading Room (microfilm numbers: MS 7254 to MS 7293). See Inventory L24 **Schools and Teachers** for more information.

The Archives also holds the manuscript version of the unpublished 1933 edition of ***Schools and Teachers in Ontario***. Consult the series description for **Schools and teachers with inspectorates registers (RG 2-365)** in Inventory 2 ***Records of the Ministry of Education***.

8. GUARDIANSHIP AND ADOPTION RECORDS

Beginning with the *Guardianship Act* (1827) and until the *Adoption Act* (1921), **guardianships** (child custody without the right of inheritance) were granted through the local Surrogate Court. While not listed in most Surrogate Court indexes, guardianship matters are recorded in Surrogate Court registers, and later, for some counties, in separate Surrogate Court guardianship books. To identify series that contain these records, search the Archives Descriptive Database (Archival Descriptions search option) using the keyword **guardianship***, the name of the county or district, and the archival reference code **RG 22***. Alternatively, consult Inventory 22 ***Courts and related officers records***, vol. 1, for instructions on how to identify and access these records.

The Archives holds no adoption files, only guardianship records. Adoptions occurring before April 8, 1921 were made through an Act of the Ontario Legislature and are extremely rare. For instructions on finding an Act, refer to Research Guide 207 *Researching Ontario bills and statutes*.

Since 1921, adoptions may have occurred through a local Children's Aid Society, a private licensed agency or individual, or through a private adoption which does not involve government agencies. For information on accessing and researching adoption files, contact the Adoption Disclosure Section, Ministry of Community and Social Services, 2 Bloor Street West, 24th Floor, Toronto, Ontario, M7A 1E9, 416-327-4730.

9. HEALTH RECORDS

9.1: Patient Records

The Archives holds patient records from the following government-run medical facilities:

- **Psychiatric Hospitals:** Patient records may include case files, admission registers and discharge registers. For more information, search the Archives Descriptive Database (Archival Descriptions search option) using the name of the hospital or the keywords **psychiatric hospital** or **mental health centre** in the "Keyword in Title" field; or consult Inventory 92 ***Records of Ontario Psychiatric Hospitals*** in the Main Reading Room.
- **Tuberculosis Hospitals:** Patient records are generally restricted to case files. Consult Thematic Guide 10 ***A Guide to Tuberculosis Records*** in the Main Reading Room for a list of records series; some descriptions of records are available by searching the Archives Descriptive Database (Archival Descriptions search option) using the name of the hospital or the keyword **sanatorium***.
- **Centres for Developmentally and Emotionally Disabled Individuals:** Patient records are generally restricted to case files. For a listing of series containing patient records from facilities for developmentally and emotionally disabled individuals, search the Archives Descriptive Database (Archival Descriptions search option) using the name of the institution or the keyword **centre** in the "Keyword in Title" field and the archival reference code **RG 29***; or consult Inventory 29 ***Records of the Ministry of Community and Social Services*** in the Main Reading Room.

Access to patient records 100 years old and less that contain personal information is governed by the *Freedom of Information and Protection of Privacy Act*. Please consult with a Reference Archivist for further information.

9.2: Records of Physicians, Nurses, and other Healthcare Practitioners

- **Physicians:** The Archives holds the records of more than fifty prominent Ontario physicians, ranging from the late 1700s to the late 1970s. For a listing of fonds containing physicians' records, search the Archives Descriptive Database (Archival Descriptions search option) using

the keywords **doctor** or **physician** and the archival reference code **F***; or consult Thematic Guide T 8 ***Guide to Physician's Papers*** in the Main Reading Room.

The **A.D. Campbell fonds (F 1382)** includes biographical sketches of physicians in **Waterloo County** from 1824-1924, as well as Campbell's index cards listing physicians in Upper Canada to 1867. For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference code **F 1382**.

The publication **Ontario Medical Registers, 1867-1954 (with gaps)** consists of directories of physicians and surgeons practicing in Ontario. They are available on self-service microfilm reels MS 7155 and MS 7156 in the Archives' Main Reading Room. See the catalogue entry in **BIBLiON** for more information.

- **Nurses:** The Archives also holds the records of two nursing schools:
 - **Cornwall General Hospital fonds (F 1396)**, 1898-1969: Includes photographs of graduates from 1904-1950.
 - **St. Thomas-Elgin General Hospital fonds (F 1399)**, 1920-1974

For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference codes given above.

- **Healthcare Practitioners:** The Archives holds the Ontario Health Insurance Plan Practitioners Registry Catalogue, 1977-1991 (RG 30-20). The catalogue lists all practitioners who are participants in the OHIP plan.

Consult Inventory 30 ***Records of the Ontario Health Insurance Program*** in the Main Reading Room for more information about these records.

10. IMMIGRATION, NATURALIZATION AND CITIZENSHIP RECORDS

10.1: Ontario Government immigration records

The Government of Upper Canada opened an Emigrant Office in Toronto in 1833, mostly to assist immigrants to the colony. Offices and agents were later added elsewhere in Ontario as well as in some European cities. After Confederation (1867), the Ontario and federal governments were jointly responsible for immigration.

Immigration records for the Province of Ontario (RG 11) document the involvement of the Government of Ontario and its predecessors in immigration, from 1833 to 1901.

- **Series RG 11-1 to RG 11-7 (1835-1892)**, also known as the ***Hawke Papers***, mostly document the activities of the Toronto Emigrant Office under A.B. Hawke (agent from 1831 to 1864) and his successors to 1892. These records are available on self-service microfilm in the Archives' Main Reading Room as well as through the Archives' Microfilm Interloan Service. For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference codes given above, or consult Inventory 11 ***Ontario immigration records***.
- **Series RG 11-8 to RG 11-25 (1862-1901)** include correspondence, letterbooks, arrival and destination registers, and various records regarding bonus schemes. These records were produced by federal and Ontario immigration agents, mostly in Toronto but also in Kingston, Quebec City, Montreal and Paris (France). Many of these records have been microfilmed and are available on self-service reels in the Archives' Main Reading Room as well as through the Archives' Microfilm Interloan Service. For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference codes given above, or consult Inventory 11 ***Ontario immigration records***.

10.2: Federal Immigration Branch records

- **Central registry files, 1873-1979:** Document various subjects related to immigration and contain lists of immigrants. Consult Inventory D 8 ***Records of the Immigration Branch*** for more information about these records.

- **Juvenile immigration records, 1892-1932**, including the **Registry of British children immigrating to Canada, 1878-1920**: Some of these records contain references to records that are part of the **Central registry files** (see above). Consult Inventory D 10 ***A guide to juvenile immigration records in the records of the Immigration Branch*** for more information about these records.

Some records from the private agencies that organized juvenile immigration still exist. They may contain information on children's dates and places of birth, and their families. Most of these agencies are located in Great Britain and must be contacted directly.

- **Border entry lists, 1908-1919** and **Ships' manifests, 1865-1920** listing passengers: These records are arranged by point of entry, then by year and date, and then (for ships' manifests) by ship; no surname index exists. Consult Inventory D 20 ***Ship passenger lists and border entry lists in the records of the Immigration Branch*** for more information about these records.

Border entry lists for 1920-1935 and **ships' manifests for 1921-1935** are held by the National Archives of Canada and are available on microfilm through National Archives' interloan service. They are also available at the Canadiana Collection, North York Central Library Branch, Toronto Public Library (5120 Yonge Street, North York, Ontario, M2N 5N7, 416-395-5623, <http://www.tpl.toronto.on.ca>).

Post-1935 records of immigrants arriving at Canadian land and seaports are still in the custody of the Department of Citizenship and Immigration (Citizenship and Immigration Canada, Public Rights Administration, 300 Slater Street, 3rd Floor, Section D, Ottawa, Ontario, K1A 1L1).

10.3: Naturalization and citizenship records

A formal naturalization process was instituted in 1828. Until 1947, immigrants from the United Kingdom, British colonies and Commonwealth countries did not need to be naturalized.

- **Before 1828**: All individuals wishing to obtain land from the Crown were required to swear an **oath of allegiance** before a Magistrate or Justice of the Peace. These oaths can usually be found with the Crown land petitions or among the Township papers. See **Crown land records** in Sub-section 11.1 of this Research Guide for information about these records.
- **1828-1850**: The *Act to Secure and Confer Upon Certain Inhabitants of this Province [Upper Canada] the Civil and Political Rights of Natural Born British Subjects* (1828) mandated that a naturalization register be kept for each county in Upper Canada; this practice continued until 1850. Surviving **naturalization registers (NA RG 5 B 47)** are available on self-service microfilm reels C-15692 and C-15693 in the Main Reading Room of the Archives of Ontario or through the National Archives of Canada's interloan service. These registers are indexed in Donald A. McKenzie's series of articles entitled ***Upper Canada naturalization records 1828-1850*** (published in ***Families***, vol. 18, no. 3 to vol. 20, no. 1; 1979-1981), available from the Archives of Ontario Library (call number: Period.; also include the title and the volumes and years needed).
- **Court records, ca. 1830-ca. 1975**: Includes registers, oaths, case files, correspondence and copies of certificates for some counties and districts. To identify most of these records, search the Archives Descriptive Database (Archival Descriptions search option) using the keyword **naturalization** and archival reference code **RG 22***; or consult Inventory 22 ***Courts and related officers records***, vol. 1.
- **1854 and after**: Citizenship and Immigration Canada holds a surname card index for naturalizations that took place **between 1854 and 1917**, as well as case files created **after 1917**. These case files may include application forms, oaths of allegiance sworn before County or District Court judges, and supporting documentation on applicants, their families and their length of stay in the country. Address enquiries to: Citizenship and Immigration Canada, Public Rights Administration, 300 Slater Street, 3rd Floor, Section D, Ottawa, Ontario, K1A 1L1.

11. LAND RECORDS

Ontario land records fall into two main categories: **Crown land records** (property owned by the Crown) and **land registry records** (privately owned property). The Crown land records document

the history of a property until the time it was granted or sold by the Crown. The land registry records document the ownership of a property after it was granted or sold by the Crown.

11.1: Crown land records and early land settlement records

For information on the following topics, see Research Guide 215 *From Grant to Patent: A Guide to Early Land Settlement Records, ca. 1790 to ca. 1850*:

- Ontario Land Records Index
 - Land Grants and Land Petitions
 - First and Second District Land Boards
 - Heir and Devisee Commissions
 - Canada Company, Thomas Talbot, and Peter Robinson
 - Township Papers
 - Descriptions, Surveyors' Notes and Diaries, and Crown Lands Correspondence
 - Maps and Plans
 - Land Patents
- **Fenian and South African land grant records, 1901-1922 (RG 1-99)**: Free grants were offered to those who fought during the Fenian Raids (1866, 1870) and to those who served during the South African Campaign (Boer War, 1899-1902). The surname indexes (**RG 1-99-1 and RG 1-99-3**) are available on self-service microfilm in the Archives' Main Reading Room (microfilm number: MS 554, reel 1); corresponding land grant files have not been microfilmed and must be requested by submitting a *Records and Papers Request Slip*. For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference codes given above, or consult the series descriptions in Inventory 1 **Crown lands and resources records**.

11.2: Land registry records

A land registry system was established in Ontario in 1795 to document land ownership. Under this system, land transactions are registered in county, district, and regional Land Registry Offices (LROs).

The records created under the Land Registry system include:

- **Instruments and deeds (ca. 1795-)**: These are the actual documents that would have been registered at the LROs; they are contracts or memorials altering or affecting the ownership of a lot and include deeds, bargain and sales, bills of sale, mortgages, wills and quit claims.
- **Copybooks of deeds (ca. 1795-ca. 1960)**: Copybooks contain authenticated copies of the instruments and deeds registered at the LROs; some of the books are indexed.
- **Abstract indexes (dates of creation: 1865- ; dates of information: ca. 1795-)**: These indexes are the primary means of access to the instruments and deeds. They give the transaction history of each lot since its alienation from the Crown and provide the instrument numbers for these transactions.
- **Alphabetical indexes (ca. 1865-)**: These are dual indexes arranged by seller and buyer giving the instrument number; they exist only for some towns and townships.
- **Maps, plans and surveys**
- **“Non-standard” registrations**: These include such documents as municipal by-laws, partnership registrations and bankruptcies.

Archives of Ontario holdings:

- **Original records**: For most LROs, the Archives holds original pre-1867 instruments and deeds and copybooks up to 1955 (many of the copybooks have been placed on long-term loan with local repositories). In cases where copybooks are missing, the Archives is also acquiring post-Confederation (1867) instruments and deeds. In addition, the Archives is acquiring alphabetical indexes, “non-standard” records, and other material. All original records held by the Archives are currently **closed** for conservation reasons. However, microfilm copies are available for use in the Archives' Main Reading Room.

- **Microfilm copies:** Most of the microfilm held by the Archives was produced by the Genealogical Society of Utah (GSU) from records in the LROs, and includes only **some copybooks, abstract indexes and alphabetical indexes (ca. 1795-ca. 1960; predominantly to ca. 1880)**. This microfilm is available on self-service reels in the Archives' Main Reading Room and at the GSU Family History Centres (http://www.familysearch.org/Eng/Library/FHC/frameset_fhc.asp). Consult the **Land Registry card catalogue** (in the Main Reading Room's Genealogy Reference Area) for corresponding microfilm numbers, or consult Inventory 61 **Records of property rights registration** for more information about these records.

Researchers using the GSU microfilm in the Main Reading Room of the Archives of Ontario may make their own research copies from microfilm reader-printers. In most cases, only the Land Registry Offices can provide certified copies. For the full text of the Archives' policy on copying LRO records, consult Inventory 61 **Records of property rights registration**.

Land Registry Offices holdings:

The Land Registry Offices hold the most complete set of land registry records. In cases where original records have been transferred to the Archives, LROs have microfilm copies. These copies are more complete than the microfilm held by the Archives.

Land title records: The Land Title System was established in 1885. The Archives of Ontario does not hold land title records; all land title records are held by the Land Title Offices, which are usually combined with the Land Registry Offices.

LRO addresses and phone numbers can be found in the Government of Ontario *Telephone Directory*, in the blue pages of local telephone directories, and on the Government of Ontario website (www.gov.on.ca).

12. LIBRARY HOLDINGS

The Archives of Ontario Library holds local histories, biographies, voters' lists, county and city directories, historical society journals, pamphlets and brochures, and genealogical publications. The library card catalogue includes library materials acquired before 1990; **BIBLiON**, a searchable database available on the Archives' web site, describes most of the Archives' library holdings acquired after 1989 and all pamphlets. Check the card catalogue in the Archives' Main Reading Room or search BIBLiON by author's name, publication title or subject.

Published genealogies are no longer collected by the Archives of Ontario, but are available at the Canadiana Collection, North York Central Library Branch, Toronto Public Library (5120 Yonge Street, Toronto, Ontario M2N 5N7, 416-395-5623). Local archives and libraries may also hold published genealogies. For information about unpublished genealogies, see Section 18 **Other sources** of this Research Guide.

Library holdings of particular family history interest include:

- **Directories and telephone books:** The Archives holds a number of city and county directories on self-service microfilm. Check the library card catalogue under the name of the county or city to identify the appropriate reel number. For Toronto and London city directories, consult finding aids L 15 **Toronto city directories on microfilm** and L 19 **London, Ontario city directories on microfilm**, available in the Main Reading Room.

The Archives also has copies of microfilmed Bell telephone books for Ontario for 1879-1979; a microfilm listing is available in the Main Reading Room's Genealogy Reference Area.

- **Voters' lists:** These records list only the people entitled to vote in municipal, provincial and federal elections; they document voters' residences and in some cases, voters' occupations. The Archives' library holds voters' lists for a limited number of municipalities (1874-1978, predominantly 1874-1910). Consult finding aid L 17 **Voters' lists** for more information. Some voters' lists are also found among **Municipal records** (see Section 15 of this Research Guide).

The National Archives of Canada has microfilmed voters' lists for federal elections from 1935 to 1980. This microfilm is available in the Main Reading Room of the Archives of Ontario, as well as through the National Archives' interloan service. Consult Inventory D 96 **Voters lists from the Office of the Chief Election Officer (federal)** for more information or search the National

Archives' database at <http://www.archives.ca>. Local archives and libraries may also hold some voters' lists.

13. LOYALIST SOURCES

The term "United Empire Loyalists" was given in a proclamation of 1789 to individuals who had supported the British cause during the American War of Independence (1776-1783) and had then taken refuge in British colonies. Between 5000 and 10,000 Loyalists settled in what is now Ontario, mostly around Kingston, the Bay of Quinte and Niagara. Search the National Archives' database at <http://www.archives.ca> for information about the National Archives' records noted below.

Sources pertaining to Loyalists and their families include:

- William Reid's book *Data on United Empire Loyalists* (on self-service microfilm reel B 31): This book provides information on Loyalists, their families and places of residence, and includes references to records in the custody of the Archives of Ontario. It is a good place to start a search if only limited information is known. However, references to original records include out-of-date reference codes, and may sometimes be inaccurate; the information should always be checked against other sources.
- **Loyalist claims records, 1770s-1790:** The British Government appointed Commissioners in 1783 to adjudicate claims made by Loyalists for losses during the American Revolution; individuals whose claims were accepted were entitled to a pension as well as other forms of assistance. The Commissioners heard evidence until 1786.

The records of the Commissioners or records pertaining to their work include:

- **Evidence books** document the submissions made by the claimants and the Commissioners' decisions. Researchers may need to refer to one or all of the following:
 - The **Official transcript books** are arranged by claimant's state of origin; they are available on self-service microfilm in the Archives' Main Reading Room as well as through National Archives of Canada's interloan service (archival reference: NA MG 14). Consult Inventory D 12 *Loyalist claims from the Public Records Office, UK* for more information on these records.
 - The **Original evidence books** are arranged chronologically by date of claim. They are available on self-service microfilm in the Archives' Main Reading Room (microfilm number: MS 721, reels 1 to 4), and from the Library of Congress, Washington, DC (LC reference: MSS 18,662). For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference code **D 357**.

The *Second Report of the Bureau of Archives of Ontario* (Toronto: Queen's Printer, 1904) contains a transcript of this evidence; however, evidence rejected by the Commissioners is not included. The Second Report is available in the Archives' Main Reading Room on self-service microfilm B 74; the finding aid L 16 *United Empire Loyalists, Enquiry Into Losses Index* contains a photocopy of the index to the report.

- W. Bruce Antliff's *Loyalist settlements, 1783-1789: more evidence of Canadian loyalist claims* (Toronto: Ministry of Citizenship and Culture, 1985) includes the evidence that was omitted in the Bureau of Archives' *Report*, as well as the evidence missing in the evidence book but found in the official transcript books. It also provides a detailed explanation of these records. The book is available in the Main Reading Room on self-service microfilm MS 7236.
- **Documentation** submitted by claimants as evidence (such as affidavits, land records, property evaluations, and confiscation notices from American authorities) was microfilmed by the National Archives of Canada (NA MG 14). The microfilm is available on self-serve in the Main Reading Room of the Archives of Ontario as well as through interloan from the National Archives. See Inventory D 12 *Loyalist claims from the Public Records Office, UK* for details on these records.
- **United Empire Loyalist registers, ca. 1805-1875 (series RG 1-515):** The Archives of Ontario holds two original Loyalist registers listing Loyalist claimants. In addition to the names of the claimants, entries usually include place of residence, details regarding military service, marital

status and family information, and the basis for the validity of the claim. The registers have been microfilmed and are available on self-serve in the Archives of Ontario Main Reading Room as well as through interloan. Refer to the series description for these records in the ADD or in Inventory 1 for details on these registers and associated records held by the National Archives of Canada.

- **Loyalist militia records, 1775-1783:** Muster rolls and other records pertaining to Loyalist militia regiments are included in the **British military records, "C" Series, 1767-1896 (NA RG 8)**. See Inventory D 2 *British military records, "C" Series* for details. Also refer to the Archives and Library Card Catalogues and the ADD and BIBLiON databases for other loyalist militia records and information.
- **Crown land records** documenting land grants to Loyalist may include information on their lives prior to their settlement in Upper Canada. Refer to sub-section 10.1 *Crown land records* in this guide for more information.
- **Sir Frederick Haldimand papers, 1758-1784 (NA MG 21, G 2):** Sir Frederick Haldimand was Governor of the Province of Quebec (which at that time included southern and central Ontario) from 1776 to 1784. His records include correspondence, lists and other records pertaining to early Loyalists in the Province of Quebec. The Archives of Ontario holds a microfilm copy of the records pertaining to Ontario. Refer to Inventory D 7 *Sir Frederick Haldimand papers* for details.

14. MILITIA AND MILITARY RECORDS

14.1: Militia records

Beginning in 1793, all able-bodied citizens between the ages of 16 and 50 (with the exception of religious pacifists and some public officials) were required to enrol in the militia; men reporting for militia duty were listed on annual muster rolls. Militia units were organized on a county basis. This system was replaced in 1855 with an active volunteer militia, which became the basis for the Canadian army.

The Archives of Ontario holds some **muster rolls and militia records** from various sources, as well as published transcripts of muster rolls; consult the Archival and Library Card Catalogues (in the Main Reading Room) under "military", "militia" or the name of the county.

Also consult:

- **First battalion, Incorporated militia records, 1838-1843:** This battalion, raised in Gore District, was one of four raised in 1838 following the 1837 Rebellion. Its members were drawn from militia ranks, and volunteered for a two-year extended service. All four regiments were disbanded in 1843. These records include attestations (enrolment papers) for the 1840-1842 volunteers, as well as administrative records. Consult Inventory D 15 *First battalion, Incorporated Militia collection* for more information about these records.
- **Men of Upper Canada: militia nominal rolls, 1828-1829** (Toronto: Ontario Genealogical Society, 1995): This volume reproduces the province-wide 1828-1829 muster roll, the most complete that was undertaken (**NA RG 9, Series 1-B-2, vols. 29-31**). For areas where the roll was not completed or has disappeared, the book provides other muster rolls or assessment rolls from the same period. This book is available in the Main Reading Room's Genealogy Publications bookcase.

The National Archives of Canada also holds muster rolls (**NA RG 9, 1-B-2**): Contact the National Archives for information about these records.

14.2: Military records

- **British military records, "C" Series, 1767-1896 (NA RG 8):** These records contain information on British soldiers and sailors who served in North America, including in some cases their post-military careers. Consult Inventory D 2 *British military records, "C" Series* for more information.

- **Board of Claims for War of 1812 losses records, 1813-1848 (NA RG 19, E 5A):** This Board adjudicated claims for civilian losses during the War of 1812. Consult Inventory D 1 ***Board of Claims for War of 1812 losses records*** for more information.
- **Ontario overseas deaths, 1939-1947 (RG 80-21):** These registrations document the deaths of Ontario residents overseas (mostly during military operations) during and immediately after World War II. Microfilm copies of these records are available in the Main Reading Room as well as through the Archives' Microfilm Interloan Service. Consult the Deaths binder of Inventory 80 ***Records of the Office of the Registrar General*** or the Vital Statistics pages on the Archives' web site for microfilm reel listings.
- **Royal Hamilton Light Infantry (Wentworth Regiment) records, 1863-1953:** This regiment was established in 1863 as the 13th Battalion Volunteer Regiment and was mostly comprised of volunteers from Hamilton and Wentworth County. These records include various lists of volunteers, as well as administrative records and records documenting the regiment's involvement in local community life. Consult Inventory D 18 ***Royal Hamilton Light Infantry (Wentworth Regiment) collection*** for more information.
- **War diaries, 1914-1918 (NA RG 9):** These diaries document the war experience of soldiers of the Canadian Expeditionary Force (CEF) during World War I. There is no surname index and you must know the rank, regiment, and theatre of war for the individual you are researching. Consult Inventory D 24 ***War diaries*** for more information.

Personnel records of soldiers of the CEF are indexed on the National Archives of Canada's **CEF Database**, accessible through the National Archives of Canada's web site.

Search the National Archives' database at <http://www.archives.ca> for information about the National Archives' records noted above.

15. MUNICIPAL RECORDS

The Archives of Ontario holds the records of various municipal governments, mostly in southern Ontario, predominantly from ca. 1840 to ca. 1900. The main sources of family history information in these records are the **assessment and collectors' rolls**. These records were created for taxation purposes and primarily contain information on land and buildings. They usually indicate if a property owner is a supporter of the public or separate school system, and may contain information on the property owner's age, occupation and number of children.

Municipal records also may include local censuses (see also Sub-section 4.1 **Pre-1851 census records** of this Research Guide), voters' lists (see also Section 12 **Library holdings** of this Research Guide), poll books, school lists, as well as council minutes and by-laws. For more information on municipal records, see Research Guide 209 *Municipal Records at the Archives of Ontario*, or search the Archives Descriptive Database (Archival Descriptions search option) using the names of specific municipalities.

16. NEWSPAPERS

Newspapers can include information such as notices of births, marriages and deaths, obituaries, as well as information on property sales, ship arrivals, court proceedings and noteworthy local events. Consult Inventory L 23 ***Original and microfilmed newspaper collections in the Archives of Ontario*** (available in the Main Reading Room's Genealogy Reference Area) for information on accessing newspapers. Also consult the Newspapers Card Catalogue (in the Genealogy Reference Area) for references to specific microfilm reels.

The Archives' newspaper holdings include:

- **English, French and German-language newspapers, 1899-1988:** Most of these newspapers are available on self-service microfilm in the Main Reading Room, but some issues are available only in the original. Most runs end about 1930 with some exceptions. The newspapers are listed in Inventory L 23 ***Original and Microfilmed Newspaper Collections***, available in the Main Reading Room's Genealogy Reference Area. The microfilmed copies are not available through Interloan.

- **Multicultural newspapers, 1933-1987:** These newspapers are available on self-service microfilm in the Main Reading Room and through the Archives' Microfilm Interloan Service. They are listed in Inventory L 23 by reel number (Appendix A4) and by location (Appendix A5). See also the Guide *Multicultural newspapers microfilming project catalogue* available in the Main Reading Room's Genealogy Reference Area.

Brian Gilchrist's *Inventory of Ontario newspapers 1793-1986* (Toronto: Micromedia Limited, 1987) lists English and French-language newspapers held by the Archives of Ontario and other repositories; it is available in the Main Reading Room's Genealogy Reference Area and in the General Reference Books bookcase. The *Guide to periodicals and newspapers in the public libraries of Metropolitan Toronto* lists newspapers held by the Toronto Public Library; the 22nd edition (1995) is available in the Main Reading Room's General Reference Books bookcase.

17. WILLS AND ESTATE RECORDS

The Archives of Ontario holds wills and estate files of both the provincial Court of Probate (1793-1858) and the local Surrogate Courts (ca. 1793-1963).

Estate files contain the documents used by the courts to disperse the deceased's estate, whether he/she died with or without a will. An estate file typically includes the petition for probate or administration, the original will, the executor's or administrator's oaths, and an inventory of the deceased's assets.

For information on how to locate wills and estate files, refer to Research Guide 206.

Please note that if the deceased's estate consisted **only** of real estate (e.g., farmers), the will may have been deposited in the local Land Registry Office; see Sub-section 11.2 **Land registry records** of this Research Guide for more information.

18. OTHER SOURCES

Other Archives of Ontario records of family history interest include:

- **Archives of Ontario genealogical and biographical research files (RG 17-21), 1903-1987:** These files are comprised of information researched by staff of the Archives on a limited number of families in Ontario. This information is no longer collected. For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference code **RG 17-21**, or consult Inventory 17 *Records of the Archives of Ontario*.
- **Biography and Genealogy Index:** This card catalogue is a name index to a variety of genealogical sources and biographical information on individuals and families. The Index has not been updated for many years. There are some explanatory cards (abbreviations) in the front of the first drawer. This card catalogue is located in the Main Reading Room's Genealogy Reference Area.
- **Genealogies collection (F 277):** This collection consists of genealogies donated to the Archives before the 1970s. Most of the genealogies are available on self-service microfilm in the Archives' Main Reading Room and through the Archives' Microfilm Interloan Service (microfilm number: MS 871, reels 1 to 22). For more information about these records, search the Archives Descriptive Database (Archival Descriptions search option) using the archival reference code **F 277**. For information about published genealogies, see Section 12 **Library holdings** of this Research Guide.
- **Non-government (private) fonds:** Some of the non-government records in the Archives' custody may contain records pertaining to individuals and families, such as birth, marriage and death records, employment records, diaries, copies of land records and wills, records of social and ethnic organizations, and private correspondence. Please note that the Archives of Ontario only acquires records of individuals and corporations of provincial significance. To identify fonds that may contain these records, search for names of individuals or groups in the Archival Card

Catalogue and the Genealogy and Biography Card Catalogue in the Main Reading Room, or search the Archives Descriptive Database (Archival Descriptions search option).

- **Special collections and sound and moving images records:** The Archives of Ontario holds architectural, photographic, documentary arts and sound and moving images records. These have been created and collected by private individuals, organizations and the Government of Ontario. They document the people, places and events in the province from as early as the 1600s to the present. These records may include documents pertaining to a specific individual, as record creators, record collectors or by association with other individuals. Search the Archives Descriptive Database (Archival Descriptions search option) to identify these collections. Refer to Customer Service Guide 103 *Special Collections* and Customer Service Guide 102 *Sound and Moving Images* for general information on these collections and how to access them.

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This document may contain references to electronic links that can be activated only by using the HTML version found on the Archives of Ontario website.

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This Guide was formerly Information Handout 16.