



HISTORY SCHOLARSHIP SELECTION COMMITTEE AGENDA

Wednesday, June 11th, 2025 – 2:00 p.m.
Municipal Office – Fall River Room – 217 Harper Road

Chair, Kay Rogers

- 1. CALL TO ORDER**
- 2. AMENDMENTS/APPROVAL OF AGENDA**
- 3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF**
- 4. APPROVAL OF MINUTES**

- i) **Minutes – November 7th, 2024 – *attached, page 4.***

Suggested Recommendation:

“THAT, the minutes of the History Scholarship Selection Committee Meeting held on November 7th, 2024 be approved as circulated.”

- 5. DELEGATIONS & PRESENTATIONS**

None.

- 6. CLOSED SESSION**

- i) **CONFIDENTIAL: Identifiable Individual – Review of History Scholarship Applications.**

Suggested Recommendation:

“THAT, the Committee move “in camera” at ____ p.m. to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees regarding the review of history scholarship applications;

AND THAT, the Recording Secretary remain in the room.”

Suggested Recommendation:

“THAT, the Committee return to open session at ____ p.m.”

- *Chair’s Rise and Report*

7. BUSINESS

- i) **Review Letters to Recipient and Applicants – Dated June 25th 2025.**
- ii) **Notification to Guidance Teachers of Applicant Schools.**
- iii) **Media Releases and Interviews – Lanark Era and 88.1 myFM.**
- iv) **Insert in At Home in Tay Valley Book.**
- v) **Posting of Essay on Township Website.**
- vi) **Presentation to the Recipient – Week of June 16th, 2025.**
- vii) **Annual Report to Council including Motion to Increase the Scholarship Amount in 2026.**

8. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Next Meeting: September 17, 2025, at 10:00 a.m.

Proposed Agenda Items:

- Review 2026 History Scholarship Brochure
- Review 2026 History Scholarship Application **Form**
- Review 2026 History Scholarship Marking Scheme

9. DEFERRED ITEMS

**The following items will be discussed at the next and/or future meeting:*

- *None.*

10. ADJOURNMENT

MINUTES

HISTORY SCHOLARSHIP SELECTION COMMITTEE MINUTES

Thursday, November 7th, 2024

2:00 p.m.

Tay Valley Municipal Office – 217 Harper Road, Perth, Ontario

Fall River Room

ATTENDANCE:

Members Present: Chair, Kay Rogers
David Poole

Staff Present: Brad Swayne, Recording Secretary

Members/Staff Absent: Susan Code McDougall

Others Present: None.

1. CALL TO ORDER

The meeting was called to order at 2:03 p.m.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA

The Agenda was adopted as presented.

3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None at this time.

4. APPROVAL OF MINUTES

i) Minutes – May 29th, 2024

K. Rogers addressed section 7 viii noting that the Committee was not in favour of lowering the price at that time.

Under “Sale of Books”, the sentence that reads:

“General discussion followed indicating the Committee is in favour of the price change.” Shall be changed to

“General discussion followed indicating the Committee is not in favour of the price change.”

The minutes of the History Scholarship Selection Committee Meeting held on May 29th, 2024 were approved as amended.

ii) **Minutes – “Confidential” Minutes – May 29, 2024.**

The minutes of the History Scholarship Selection Committee Meeting (Closed Session – Identifiable Individual) held on May 29th, 2024, were approved as circulated.

5. DELEGATIONS & PRESENTATIONS

None.

6. BUSINESS

i) **Review 2025 History Scholarship Brochure.**

The Committee reviewed the draft brochure and recommended small formatting changes. The Corporate Administrative Assistant was directed to print fifty (50) colour copies by the end of January 2025 to be distributed by the Chair to the two local area high schools.

ii) **Review 2025 History Scholarship Application Form.**

The Committee reviewed and approved the Scholarship Application Form.

iii) **Review 2024 History Scholarship Marking Scheme.**

The Committee reviewed the History Scholarship Marking Scheme and directed a small word change.

The “Essay Question” requirement changed from “Explain the importance of history in today’s society.”

To “Explain the importance of understanding history in today's society.”

7. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Next Meeting: To be determined prior to the next meeting.

Proposed Agenda Items:

- Review of Scholarship Applications
- Draft Report to Council

8. DEFERRED ITEMS

**The following items will be discussed at the next and/or future meeting:*

- *None at this time.*

9. ADJOURNMENT

The meeting adjourned at 2:17 p.m.