



HISTORY SCHOLARSHIP SELECTION COMMITTEE MINUTES

Wednesday, June 11th, 2025

2:00 p.m.

**Tay Valley Municipal Office – 217 Harper Road, Perth, Ontario
Fall River Room**

ATTENDANCE:

Members Present: Chair, Kay Rogers
Susan Code McDougall
David Poole

Staff Present: Brad Swayne, Recording Secretary

Members/Staff Absent: None.

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 – November 7th, 2024.

The minutes of the History Scholarship Selection Committee Meeting held on November 7th, 2024 were approved as circulated.

5. DELEGATIONS & PRESENTATIONS

None.

6. CLOSED SESSION

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

The Committee moved “in camera” at 2:04 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 the Recording Secretary remained in the room.

The Committee returned to open session at 2:20 p.m.

The Chair rose and reported that the History Scholarship Selection Committee would not be awarding the scholarship in 2025.

7. BUSINESS

i) **Review Letters to Recipient and Applicants – Dated June 26th, 2025.**

The Committee approved the use of the current letter templates for the applicants with minor changes to the letter by updating language, dates and addressee names. There will be no letters to recipients as there was no scholarship awarded in 2025.

ii) **Notification to Guidance Teachers of Applicant Schools.**

K. Rogers will notify the Guidance Teachers of the applicant schools.

iii) **Media Releases and Interviews – Lanark Era and 88.1 myFM.**

Not required.

iv) **Insert in At Home in Tay Valley Book.**

Not required.

v) **Posting of Essay on Township Website.**

Not required.

vi) **Presentation to the Recipient – Week of June 26th, 2025.**

Not required.

- vii) **Annual Report to Council including Motion to Increase the Scholarship Amount in 2026.**

K. Rogers will contact the Treasurer for information on how to submit this request.

8. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Next Meeting: November 6th, 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

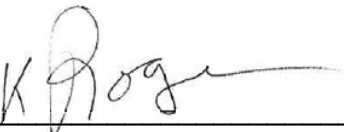
9. DEFERRED ITEMS

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

- *None.*

10. ADJOURNMENT

The meeting adjourned at 2:34 p.m.



Chair



Secretary