



HISTORY SCHOLARSHIP SELECTION COMMITTEE AGENDA

Thursday, November 6th, 2025 – 10:00 a.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 – June 11th, 2025 – *attached, page 4.***

Suggested Recommendation:

“THAT, the minutes of the History Scholarship Selection Committee Meeting held on June 11th, 2025 be approved as circulated.”

- ii) **Minutes – “Confidential” Minutes – June 11th, 2025 – *to be distributed at the meeting.***

Suggested Recommendation:

“THAT, the minutes of the History Scholarship Selection Committee Meeting (Closed Session – Identifiable Individual) held on June 11th, 2025 be approved as circulated.”

- 5. DELEGATIONS & PRESENTATIONS**

None.

- 6. BUSINESS**

- i) **Review 2026 History Scholarship Brochure – *attached, page 8.***
- ii) **Review 2026 History Scholarship Application Form – *attached, page 10.***

iii) **Review 2026 History Scholarship Marking Scheme** – *attached, page 14.*

7. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Next Meeting: Wednesday, May 20th, 2026 at 10:00 a.m.

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.*

9. ADJOURNMENT

MINUTES

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.

BUSINESS

SCHOLARSHIP FUNDING

Thanks to the generosity of local businesses, community groups, and individuals, as well as proceeds from *At Home in Tay Valley* book sales, this scholarship will be awarded annually for years to come.

To contribute to the Tay Valley History Scholarship, make a cheque out to Tay Valley Township, with "History Scholarship" noted on the memo line. Charitable donation tax receipts will be issued for amounts of \$20.00 or more.

Scholarship funds are managed by the Perth and District Community Foundation on behalf of Tay Valley Township.

TAY VALLEY HISTORY SCHOLARSHIP APPLICATION FORMS

Available from PDCI and St. John CHS guidance offices as of February 2026

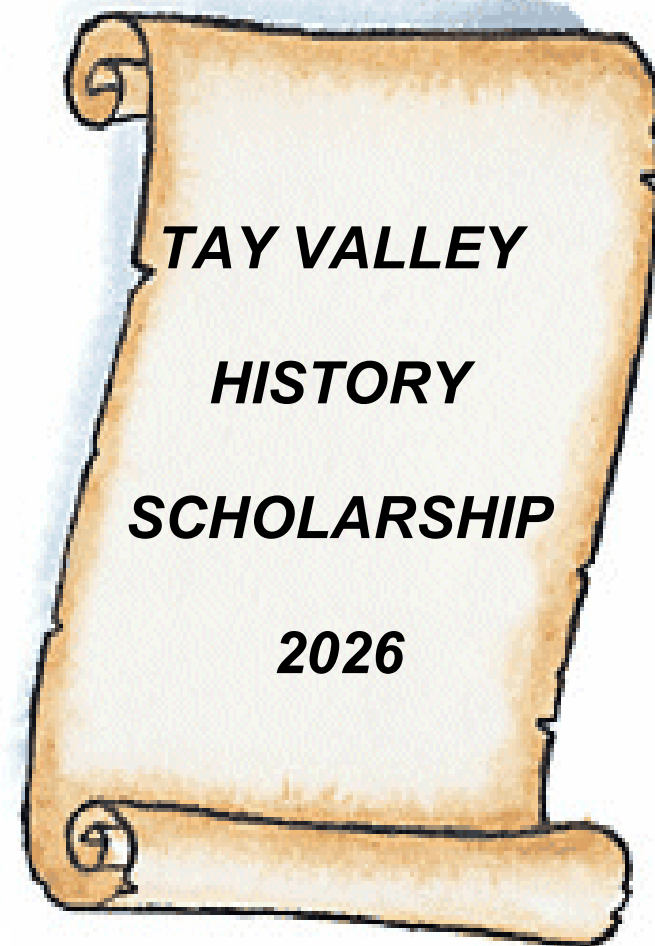
APPLICATION DEADLINE

Thursday, May 14th, 2026, 12 noon
at the Tay Valley Municipal Office.

ADDITIONAL INFORMATION

Corporate Assistant
Tay Valley Township
217 Harper Road
Perth, ON K7H 3C6

Phone: 613-267-5353 ext. 110
Email:
corporateassistant@tayvalleytwp.ca



TAY VALLEY HISTORY SCHOLARSHIP

Recognizing the importance of understanding history in contemporary society

LEGACY PROJECT

The Tay Valley History Scholarship is a legacy project arising from the 200th Anniversary celebrations of the Perth Military Settlement in 2016. It is awarded annually to a deserving graduate from either Perth & District Collegiate Institute or St. John Catholic High School.

VALUE: \$1,600

ELIGIBILITY CRITERIA

- ✓ A student in good academic standing at either PDCI or SJCHS
- ✓ A student who has been accepted, or awaiting acceptance, into their first year of full-time studies in an apprenticeship, college or university program in any field of study.

Students taking a gap year are eligible to apply.

SELECTION PROCESS

Applicants must submit a completed application form and prepare two 500-word essays on assigned topics.

The successful candidate will demonstrate:

- ✓ A keen interest in history
- ✓ An ability to think critically and communicate effectively
- ✓ A range of accomplishments and/or experiences including community involvement, hobbies, clubs, sports, volunteer activities, and/or work

Selection may involve an interview.

SCHOLARSHIP PRESENTATION

The Tay Valley History Scholarship plus a copy of the legacy book *At Home in Tay Valley*, will be awarded to the successful applicant at their commencement ceremony in June 2026.



PAST RECIPIENTS

- ✓ Unawarded, 2025
- ✓ Orria Nielsen, PDCI, 2024
- ✓ Norah Christy, PDCI, 2023
- ✓ Noah Frazer, PDCI, 2021
- ✓ Sydney Szijarto, SJCHS, 2020
- ✓ Taylor Quick, SJCHS, 2019
- ✓ Bronwyn Funston, PDCI, 2018
- ✓ Kathleen Taggart, SJCHS, 2017



TAY VALLEY HISTORY SCHOLARSHIP 2026

Recognizing the importance of understanding history in contemporary society

The Tay Valley History Scholarship is a legacy project arising from the 200th Anniversary celebrations of the Perth Military Settlement in 2016.

The applicant must be:

- ✓ a student in good academic standing at either the Perth & District Collegiate Institute or St. John Catholic High School
- ✓ accepted, or awaiting confirmation of acceptance, into her/his first year of full-time studies in an apprenticeship, college, or university program in any field of study

Students taking a gap year are eligible to apply.

Scholarship Value: \$1,600

The successful candidate will demonstrate:

- ✓ a keen interest in history
- ✓ an ability to think critically and communicate effectively
- ✓ a range of accomplishments and/or experiences, whether through community involvement, hobbies, clubs, sports, volunteer activities, and/or work

Selection may involve an interview.

Application Deadline: Thursday, May 14, 2026, 12 noon.



**TAY VALLEY HISTORY SCHOLARSHIP
APPLICATION FORM 2026**

Name _____

Address _____

Telephone _____

Email _____

Secondary School _____

Post-secondary program(s) accepted into and/or awaiting confirmation from:

1. _____

2. _____

3. _____

Academic Average: first semester _____ mid-term second semester _____



Two Essays (40 points each)

Double-spaced, 12-point Arial font, with applicant's name at the head of each essay.

1. Describe how you have demonstrated your interest in history, both in and out of school. 500-word maximum.
2. Explain the importance of understanding history in today's society. 500-word maximum.

Remember, plagiarism is academically dishonest.

Interests and Hobbies (10 points)

Volunteer, Extra-curricular, and Work Experience (10 points)



MEDIA RELEASE FORM

By signing this application, I, _____, grant Tay Valley Township permission to publish the essays submitted as part of my scholarship application in the local media.

Name _____ Telephone _____

Signature _____ Date _____

Privacy and Confidentiality

Personal information collected from applications is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, and will be used to determine eligibility for the History Scholarship. Questions about the collection of information should be directed to the Township Clerk at the address below.



Completed applications must be received at the Tay Valley Municipal Office by Thursday, May 14, 2026, 12 noon.

By email: Corporate Assistant corporateassistant@tayvalleytwp.ca (pdf or MS Word format).

In person: Corporate Assistant, Tay Valley Municipal Office, 217 Harper Road, Perth, Ontario, K7H 3C6.

**TAY VALLEY HISTORY SCHOLARSHIP
MARKING SCHEME**

Interests and hobbies

Does the student have interests and hobbies, i.e. is well-rounded?

Maximum score 10 points

Volunteer, part-time and summer work experience

Has the student taken the initiative to volunteer and/or work part-time or in the summer?

Maximum score 10 points

Essay Question: How have you have demonstrated your interest in history both in and out of school.

Maximum score 45 points

Criteria to Consider

- ✓ Extra history courses taken
- ✓ Special history or history-related projects undertaken in or out of school
- ✓ Summer jobs related to history
- ✓ Volunteer work related to history
- ✓ Personal experiences; e.g. visited an historic site or read a book that influenced the student, family history research
- ✓ History-related hobbies or interests
- ✓ Future goals

The organization, content and presentation of the essay will be taken into account.

Essay Question: Why do you think understanding history is important in today's society.

Maximum score 45 points

Criteria to consider

- ✓ The logic of the argument supported by facts
- ✓ The credibility of the argument as demonstrated by analysis and depth of thought
- ✓ The persuasiveness of the argument

The organization, content and presentation of the essay will be taken into account.

Other Factors

Should there be two or three applicants of equal merit, the following factors will determine the scholarship recipient:

- ✓ Why the student applied for the programs
- ✓ The student's academic average
- ✓ The references

The option of interviewing applicants will be used if the committee is unable to determine the scholarship recipient based on the above questions and factors.

Essay Marking Rubric

	0–3	4–6	7–10
Content	Limited knowledge of the subject; minimal substance, analysis and synthesis; poor thematic development, use of examples and critical interpretation of the material. Interpretation is predictable and/or unfocused.	Some knowledge of the subject; adequate range of analysis and synthesis; limited thematic development and use of examples; mostly relevant to the topic, but lacks detail in critical interpretation of the material. Interpretation shows some originality.	Knowledgeable; substantive, thorough development of the thesis, including appropriate examples. Good use of comparison and contrast, critical inquiry and interpretation. Interpretation is imaginative and nuanced.
Organization & Format	Ideas not well connected; poor organization and transitions; logical sequencing and development lacking; formatting inadequate.	Main ideas clear but loosely organized or connected; sequencing logical but incomplete.	Clear statement of ideas; clear organization (beginning, middle, and end) and smooth transitions. Introduction leads reader into topic; conclusion effectively summarizes main findings and follows logically from the analysis presented; logical and cohesive sequencing both between and within paragraphs. Length, spacing, fonts, margins, numbered pages all carefully adhered to.
Grammar, Vocabulary & Fluency	Low fluency; significant mistakes in the use of complex constructions; frequent grammar and spelling errors, lack of accuracy interferes with meaning.	Adequate fluency; simple constructions used effectively; some problems in use of complex constructions; some grammar and spelling errors.	Fluent expression; accurate use of relatively complex structures; very few grammatical errors. Complex range of vocabulary; accurate word/idiom choice; mastery of word forms and expressions; appropriate level of usage.