

HOTRAK

ANNUAL GENERAL MEETING MINUTES 2025

08 Jun 2025 10:00 AM / Conference Call

The agenda was circulated prior to the meeting.

1. References:

- a. [2025/26 operating dates](#)

2. Agenda:

a. Call to Order and Proxies - Mark Mombourquette

- i. Meeting called to order at 10:02 am
- ii. 19 members present, 6 proxies cast, quorum established (40% of 43 is 18)
- iii. Present: Paul Anderson, Mark Mombourquette, George Taylor, Jim Graham, Steve Adamson, Pat Brewer, David Jeanes, Anderson Cen, Greg Stubbings, Kim Zuters, Devon Hock, James Eaton, Josh Andruchek, Tim Young, Bob Palmer, Perry Elston, Andrew Jeanes, Tristan Lariviere, Robin Allardyce
- iv. Proxies: Dilip Chinnokonda nominates Mark Mombouquette, Brandon Bourdon nominated Mark Mombourquette, Dick Steele nominates Pat Brewer, Mark Christopher nominates Paul Anderson, Garry Comber nominates Paul Anderson, Doug Bridgewater nominates Pat Brewer

b. MeetiReview Agenda and approval Mark Mombourquette

- i. Motion 2025-06-08-01: Accept the Agenda
- ii. Proposed by Kim Zuters, seconded by George Taylor, approved unanimously

c. Executive Reports

- i. [President's Report](#) - Mark Mombourquette
- ii. [Treasurer's Report](#) – Kim Zuters
- iii. [Road Foreman's Report](#) - Paul Anderson
- iv. [Membership Coordinator](#) - Pat Brewer
- v. [Secretary's Report](#) - Ben Van Veldhuizen
- vi. [Operating Sessions Coordinator](#) - Steve Adamson
- vii. [Special Advisor](#) - Andason Cen
 1. The President offered an opportunity for discussion or questions for each report. None were forthcoming.
 2. Motion 2025-06-08-02: Accept all Executive reports
 3. Proposed by Kim Zuters, seconded by David Jeanes, approved unanimously

d. New Business

- i. Approval of 2025-2026 Budget and Fee level (increase?)
- Kim Zuters
 1. The Treasurer presented the budget and explained the major line items noting that the budget was based on dues at \$100.
 2. Motion 2025-06-08-03: Accept the proposed 2025-2026 budget and dues
 3. Proposed by Kim Zuters, seconded by Paul Anderson, approved unanimously
 4. Note: Dues level was subsequently changed after discussion of Motions from the floor (4)
- ii. Club Operating Schedule for [calendar year 2025](#) - Steve Adamson
 1. Steve Adamson reviewed the proposed St. Anthonys' dates for calendar year 2026. The AGM date was moved earlier to deconflict with the Arnprior train show.
 2. Motion 2025-06-08-04: Accept the proposed 2025-2026 operating dates at St. Anthonys.
 3. Proposed by Steve Adamson, seconded by George Taylor, approved unanimously
 4. CSTM availability was reviewed. Their only availability was fall of 2025. The impacts of this period was discussed noting concern for member availability to man weekends. See this [Zulip post](#) for date details.

5. Motion 2025-06-08-05: Accept the proposed fall CSTM operating dates overriding the same St. Anthonys' dates, subject to later manning verification.
6. Proposed by Mark Mombourquette, seconded by Kim Zuters, approved unanimously

iii. By-law discussion: Mark Mombourquette

1. The President reviewed the by-law changes.
2. Motion 2025-06-08-06: Accept the proposed bylaw changes..
3. Proposed by Mark Mombourquette, seconded by Kim Zuters, approved unanimously

iv. GP&P discussion: Mark Mombourquette

1. The President reviewed the proposed GP&P changes
2. There was a member point of discussion to create a new membership category to allow a guest to attend more than twice. There was no support for a new member category. Instead it was recommended that he submit an Executive exception for his partner. However, it was decided to defer this item as a New Business item for the new Executive in July.
3. Motion 2025-06-08-07: Accept the proposed GP&P changes..
4. Proposed by Mark Mombourquette, seconded by Pat Brewer,, approved unanimously

v. Motions from the floor - Mark Mombourquette

1. Paul Anderson: \$1500 for electrical upgrade. Replace all circuit breaker cards in the system. 14 cards required from DCC speciality for command station(8) and reversers(6). New cards are current limited to 3.5 amps. One card is \$50USD.
 - a. Paul Anderson presented details of his motion. There were a few minor discussion points on the motion.
 - b. Motion 2025-06-08-08: Spend up to \$1500 to replace all circuit breaker cards within the DCC system.
 - c. Proposed by Paul Anderson, seconded by Kim Zuters, approved by a vote of 17-1

2. President: Increase module refurb to \$1000 (increase of \$800) for 5 modules over the summer
 - a. The previous funds allocation made at the 2024 AGM for club module refurbishment has proven inadequate. With 4 modules being upgraded this summer, more funds are required.
 - b. Motion 2025-06-08-09: Increase module refurbishment funds available to \$1000
 - c. Proposed by Mark Mombourquette, seconded by Paul Anderson, approved unanimously
3. President: \$300 for John Scollick's donated module conversion (if warranted)
 - a. The President described the donated module track plan and upgrade requirements to make it compatible with HOTRAK standards.
 - b. Motion 2025-06-08-10: Spend up to \$300 to upgrade Scollick Yard to HOTRAK standards
 - c. Proposed by Mark Mombourquette, seconded by Andrew Jeanes, approved unanimously
4. Steve Adamson: Add signals to transition modules \$350 per transition for a total of \$350-1400 depending on # modules converted (takes us below threshold, reduce scope or increase dues)
 - a. Steve Adamson described his motion in detail. Discussion occurred about implementing the project all at once or phased over time (due to budget concerns). This project could not be fully funded without a dues increase. A discussion occurred about increasing the dues due to that they hadn't been increased in at least 7 years, the \$20 increase would be exactly in line with inflation over the period, and the annual survey indicated strong support for a dues increase.
 - b. Motion 2025-06-08-11: Spend up to \$1400 to add signals to transition modules.
 - c. Proposed by Steve Adamson, seconded by Mark Mombourquette, approved by a vote of 15-3

- d. Motion 2025-06-08-12: Increase full members dues to \$120, associate member dues to \$35 and increase remaining by \$5
- e. Proposed by Greg Stubbings, seconded by David Jeanes, approved unanimously.

e. Election of Officers

- i. President: George Taylor
- ii. Ops Chief:
- iii. Secretary: Andason Cen
- iv. Special Advisor: Keira Clarke
- v. *Incumbents in other executive positions will stand for election.*
- vi. *Nominations accepted right up to the AGM meeting*
 - 1. The President asked if there were any challengers to the incumbent positions or nominations. None were forthcoming.
 - 2. Jeff Hill presided over the elections.
 - 3. Motion 2025-06-08-13: Elect George Taylor as President.
 - 4. Proposed by Jeff Hill, seconded by Kim Zuters, approved unanimously
 - 5. Motion 2025-06-08-14: Elect Andason Cen as Secretary.
 - 6. Proposed by Jeff Hill, seconded by Kim Zuters, approved unanimously
 - 7. Motion 2025-06-08-15: Elect Keira Clarke as Special Advisor.
 - 8. Proposed by Jeff Hill, seconded by Andrew Jeanes, approved unanimously

f. Summer Work Programme –

- i. Defect log (Steve)
- ii. Ops planning efficiency (Gregg and Jim)
- iii. Data Management
- iv. Club module upgrades
- v. John Scollick's yard module assessment and conversion (if warranted)

vi. HOTRAK History Timeline ↓

https://docs.google.com/spreadsheets/d/1I5eJMw2jyk2ObnkthIGmRK8Bmq_2NowqYFIZfukOQok/edit?gid=0#gid=0

1. The President described the work projects occurring over the summer

3. Open Discussion

- a. A discussion occurred about the club's upcoming 30th anniversary and how to celebrate it. Some brainstorming occurred about club cars, club clothing, decals, and a dinner. More discussions to occur with a final decision needed early in the fall.

4. Annual survey results

- a. The President noted that the survey had 27 respondents, about half of the club membership which was less than hoped for (70%). Final results will be communicated to the club before the end of June.

5. Closing Remarks - Mark Mombourquette

- a. The President made a farewell speech thanking the Executive and members for their support over the last 7 years.

6. Adjournment

- a. The meeting was adjourned at 11:42 am

7. All summary can be found [here](#)