

**Alberta SouthWest Regional Alliance**  
**Minutes of the Board of Directors Meeting**  
Wednesday, May 7, 2025,-REO Hall, Fort Macleod



**Board Representatives**

Brent Feyter, Fort Macleod  
Brad Schlossberger, Claresholm  
Sahra Nodge, Pincher Creek  
Barbara Burnett, Cowley  
Cam Francis, Cardston County  
Dave Cox, MD Pincher Creek  
John Van Driesten, MD Willow Creek  
Doral Lybbert, Glenwood  
Victor Czop, Nanton

Blair Painter, Crowsnest Pass  
Tim Court, Cardston  
Barbara Clay, Waterton

**Resource Staff and Partners**

Greg Long, LRS  
Bryon Anderson, Lethbridge Polytechnic  
Mark Brown, CF ABSW  
Marie Everts, JETI  
Bev Thornton, AlbertaSW

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|---|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Call to Order and welcome   | Chair Brent Feyter called the meeting to order                                                                                                                                                                                                                                                                                                                                                                                              |
| 2 | Approval of Agenda          | Moved by John Van Driesten THAT the agenda be approved as presented.<br><b>Carried.</b> [2025-05-955]                                                                                                                                                                                                                                                                                                                                       |
| 3 | Approval of Minutes         | Moved by Tim Court THAT the Minutes of April 2, 2025, be approved as presented.<br><b>Carried.</b> [2025-05-956]                                                                                                                                                                                                                                                                                                                            |
| 4 | Approval of Cheque Register | Moved by Cam Francis THAT cheques #3529 to #3538 be approved as presented.<br><b>Carried.</b> [2025-05-957]                                                                                                                                                                                                                                                                                                                                 |
| 5 | Executive Director contract | Moved by Victor Czop THAT Executive Director Contract and Agreement be renewed for July 1, 2025 to June 30, 2026, according to current terms and THAT the contract and agreement be reviewed and amended or ratified at the Organizational Meeting in December 2025.<br><b>Carried.</b> [2025-05-958]                                                                                                                                       |
| 6 | Economic Development Week   | Accepted as information:<br>Economic Developers Alberta is inviting Councils to observe Economic development Week, May 12-16.                                                                                                                                                                                                                                                                                                               |
| 7 | EDA Conference update       | Accepted as information:<br>AlbertaSW MECAP (Manufacturing Energy Construction Ag Processing) Project received Regional Collaboration and Partnership Award for and Alex Metcalf Award, which is recognized best in category.<br>SAITI (Southern Alberta Investment and Trade Initiative) Partnership between AlbertaSW, SouthGrow, Economic Development Lethbridge and Lethbridge County, received "Economic Development Marketing" Award. |
| 8 | Annual General Meeting      | Accepted as information:<br>Program details are in place for the meeting to be held at the Remington Carriage Museum, Cardston. The Hon. Joseph Schow will attend.                                                                                                                                                                                                                                                                          |

9	Sustainability Considerations	Discussion. Board reviewed Year end 2024-2025 and Operations Plan 2025-2026. Revenue will determine the capacity and future function of AlbertaSW. The Executive and Board will consider next steps.
10	Executive Director Report	Accepted as Information
11	Round table	Accepted as information.
12	Upcoming Board Meeting	<ul style="list-style-type: none"> <li>➤ Wednesday, June 4, 2025-AGM Remington Carriage Museum Executive Meeting date to be determined.</li> <li>➤ Wednesday, July 2, 2025-No meeting</li> <li>➤ Wednesday August 6, 2025-may be re-scheduled</li> </ul>
13	Adjourn	Moved by Blair Painter THAT the meeting be adjourned. <b>Carried.</b> [2025-05-959]

**Approved August 13, 2025**

### **Executive Director Report May-June-July 2025**

#### **MEETINGS and PRESENTATIONS**

- May 2: Multi-agency collaboration call with Claresholm entrepreneur, Zoom
- May 6: RINSA meeting, [regrets]
- May 7: Board Meeting, Fort Macleod
- May 8: IEDC-AEDO Review Board Meeting, Zoom
- May 9: Resilience Task Force Meeting, Teams
- May 14: EDL Board Meeting, Lethbridge
- May 14: Meeting with Angela Lum, Alberta Agriculture investment unit, phone
- May 14: Meeting with JETI REDS
- May 15: Pincher Creek Community Energy Strategy meeting #1, Teams
- May 15: Meeting with Parks Canada, Superintendent WLNP, Teams
- May 20: REDA Managers Meeting, Zoom
- May 21: Meeting with Karen Finley re: housing, Zoom
- May 22: Pincher Creek Community Energy Strategy meeting #2, Teams
- May 22: IEDC-AEDO Review Board Meeting, Zoom
- May 23: Resilience Task Force Meeting, Teams
- May 26: Meeting with Tristan Walker, Massif Energy, Zoom
- May 26: Meeting with K. Worthington, EDA Regional Resiliency Project, Google Meet
- May 27: Blackfoot Signage Project Meeting, Teams
- May 29: RINSA business visits and Chamber AI workshop, Claresholm
- June 3: RINSA meeting, Lethbridge [regrets]
- June 4: AGM, Remington Carriage Museum, Cardston
- June 6: Resilience Task Force Meeting, Teams
- June 9: AlbertaSW Executive Meeting, Fort Macleod

June 10: Meeting with JETI REDS, Teams  
June 11: EDA Webinar re: upcoming issue of Invest in Alberta/Xperience Alberta  
June 12: H3TDA Board Meeting, Teams  
June 12: Meeting with developers and Town staff, Claresholm Council Chambers  
June 12: “The Exchange” meeting, Lethbridge [regrets]  
June 16: Introductory meeting with Writer4Elements, Zoom  
June 17: REDA Managers meeting, Zoom  
June 18: Meeting with Claresholm entrepreneur, Zoom  
June 19: SouthGrow AGM, Coaldale [regrets]  
(June 20-23) Attended Rotary International Convention, Calgary; just under 16,000 attendees from 147 countries  
June 26: IEDC-AEDO Review Board Meeting, Zoom  
June 30: Meeting with Claresholm entrepreneur, Zoom  
July 4: Multi-Regional Resilience Task Force Meeting, Teams  
July 8: IEDC Webinar: Return on Investment in an Era of Uncertain Funding”; Jeff Finkle guest presenter  
July 10: IEDC-AEDO Review Board Meeting, Zoom  
July 10: RINSA Bridge meeting, Tecconnect [regrets]  
July 14: Meeting with Great Falls Development Alliance, Zoom  
July 15: REDA Managers meeting, Zoom  
July 17: ID Waterton Destination Stewardship Workshop, virtual  
July 18: Multi-Regional Resilience Task Force Meeting, Teams  
July 24: Meeting with Invest in Alberta/Xperience Alberta magazine publisher re: 2026 issue, phone call  
July 24: IEDC-AEDO Review Board Meeting, Zoom  
July 30: Meeting with Mad Attic re: updates to website content, phone call

#### **PROJECT MANAGEMENT and REPORTING**

- AGM invitations, arrangements, and event management
- Compile and submit reports, grant documents, invoices, payments to Avail for year-engagement
- Submit approved Year-end report 2024-2025 and Operations Plan 2025-2026 to JETI
- Provide letters of support for community grant applications
- Compile and submit additional documents and reports to Avail LLP for final Audit; JETI requires by August 30
- Complete and submit application for RMA Directors and Officers Insurance (November 1, 2025-November 2026)

#### **INVESTMENT ATTRACTION and REGIONAL PROMOTION**

- Document review of IEDC accreditation for Montana economic development organization
- Crown of the Continent Geotourism Council management of remaining assets (map, website)
- Facilitate agency resource meetings for local business enhancements/expansions
- Provide in-kind support to EDL “Creative Industries Hub” feasibility study, NRED grant
- Draft Request for Qualifications (RFQ) to implement “Invest SouthWest” NRED grant project plan
- Review website content and continue adding updates and revisions
- Represent AlbertaSW in multi-regional collaboration and project plans for 2025-2026