

Alberta SouthWest Regional Alliance
Minutes of the Board of Directors Meeting
Wednesday, November 5, 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
Rick Lemire, MD Pincher Creek
Pat Rypien, Crowsnest Pass
John Van Driesten, MD Willow Creek
Erin Shields, Nanton (alternate)

Barbara Clay, Waterton
Paula Brown, Cardston
Dale Gugala, Stavely
Mike Hegedus, Hill Spring
Shane Ford, Glenwood

Resource Staff and Partners

Marie Everts, JETI
Bev Thornton, AlbertaSW
Sean Miles, AlbertaSW

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| 1 | Call to Order and welcome | Chair Brent Feyter called the meeting to order and welcomed new board representatives and guests. |
| 2 | Approval of Agenda | Moved by Cam Francis THAT the agenda be approved as presented.
Carried. [2025-11-985] |
| 3 | Approval of Minutes | Moved by Sahra Nodge THAT the Minutes of October 1, 2025, be approved as presented.
Carried. [2025-11-986] |
| 4 | Approval of Cheque Register | Moved by Dale Gugala THAT cheques #3600to #3606 be approved as presented.
Carried. [2025-11-987] |
| 5 | Director of Investment Development | Moved by Brad Schlossberger THAT Alberta SouthWest approve a 2-year contract with Sean Miles for services as NRED gran project lead and Director of Investment Development.
Carried. [2025-11-988] |
| 6 | EDA Conference 2026 | Discussion and consensus that AlbertaSW will not offer to cover cost of registration for Board members to attend this year. |
| 7 | Qatalyst Phase 2 revised workplan | Qatalyst has considered input from the October 1 meeting and has revised workplan to include questions to gather input from the board, councils, administration, and a sampling of regional business license holders and community organizations. Bev will send to contact list and responses to be directed to Qatalyst. |
| 8 | 2025 invoices for membership and regional business license | Given population updates and current business license sales, member revenue for 2025 is estimated at \$60,000. This will be matched by JETI for April 2026-March 2027 operations, after which time the agreement ends. |
| 9 | Executive Director Report | Moved by Rick Lemire THAT the Executive Director Report be accepted as information.
Carried. [2025-11-989] |

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| 10 | Round table | Accepted as information. |
| 11 | Upcoming Board Meeting dates | <ul style="list-style-type: none"> ➤ Wednesday, December 3, 2025 - Organizational Meeting, Pincher Creek ➤ Wednesday January 7, 2026 - Cardston or Crowsnest Pass ➤ February 5, 2026 - TBD |
| 12 | Adjourn | <p>Moved by Dale Gugala THAT the meeting be adjourned.
 Carried. [2025-11-990]</p> |

Approved December 3, 2025

Executive Director Report November 2025

MEETINGS and PRESENTATIONS

- Nov 3: Call with Qatalyst regarding next steps, Zoom
- Nov 5: AlbertaSW Board Meeting, Fort Macleod
- Nov 6: Highway 3 Twinning Development Meeting, Fort Macleod
- Nov 7: Meeting with Claresholm technology entrepreneur, Zoom
- Nov 10: Meeting with MP Rachael Thomas re: Ukrainian evacuees, Lethbridge
- Nov 12: Meeting re: Glenwood facility, Zoom
- Nov 13: IEDC-AEDO Review Board meeting, Zoom
- Nov 18: Tourism Lethbridge Advisory Committee Meeting, Lethbridge Polytechnic
- Nov 18: Meeting with Ag and Irrigation re: Glenwood facility, Teams
- Nov 19: EDL Board Meeting, Teconnect, Lethbridge
- Nov 19: Meeting with CFI Flight Academy, BRC Aircraft, MD Willow Creek and Town staff, Claresholm
- Nov 20: EDA Rural Economic Development Workshop, Fort Macleod
- Nov 21: Regional Resilience Task Force Meeting, Teams
- Nov 25: Meeting with PrairiesCan, Zoom
- Nov 25: Meeting with Career Transitions, Zoom
- Nov 27: Meeting with Qatalyst regarding revised next steps, Zoom

PROJECT MANAGEMENT and REPORTING

- Reference letter for job applicant
- Letters of Support for funding requests and grant applications:
 - o Cardston County
 - o Claresholm
 - o Fort Macleod
 - o MD Pincher Creek
 - o Lethbridge Polytechnic
 - o RINSA
- Planning and network building with Director, Investment Development
- Finalize Regional Business License lists for 2025
- Calls with CAOs and Board representatives re: membership fees 2025

INVESTMENT ATTRACTION and REGIONAL PROMOTION

- Meetings with entrepreneurs and support agencies
- Provide input to website updates and digital assets development
- Consultation with EDL Director, Creative Industries re: feasibility study
- Respond to regional inquiries and information requests