

Alberta SouthWest Regional Alliance

Minutes of the Board of Directors Meeting

Wednesday, December 3, 2025, Provincial Building, Pincher Creek



Board Representatives

Brent Feyter, Fort Macleod
Brad Schlossberger, Claresholm
Sahra Nodge, Pincher Creek
Barbara Burnett, Cowley
Katerina Bunyan, Cowley (alternate)
Cam Francis, Cardston County
Rick Lemire, MD Pincher Creek
Pat Rypien, Crowsnest Pass
John Van Driesten, MD Willow Creek
Barbara Clay, Waterton

Paula Brown, Cardston
Shauna Strong, Nanton
Jen Handley, Nanton (alternate)
Mike Hegedus, Hill Spring
Shane Ford, Glenwood
Ron Davis, MD Ranchland

Resource Staff and Partners

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

- 1 Call to Order and Election of Officers
Executive Director Bev Thornton called the meeting to order and welcomed attendees.

Executive Director called for nominations for the position of Chair.
Brad Schlossberger nominated Brent Feyter.
Rick Lemire moved THAT nominations cease.
Carried. [2025-12-991]
Brent Feyter named Chair for 2025-2026.

The Chair called for nominations for the position of Vice-Chair.
Cam Francis nominated Brad Schlossberger.
Paula Brown moved THAT nominations cease.
Carried. [2025-12-992]
Brad Schlossberger named Vice Chair for 2025-2026

The Chair called for nominations for position of Secretary-Treasurer.
Rick Lemire nominated Sahra Nodge.
Brad Schlossberger moved THAT nominations cease.
Carried. [2025-12-992]
Sahra Nodge named Secretary Treasurer 2025-2026.
- 2 Signing Authority 2025-2026
Moved by Cam Francis THAT Barbara Burnett be named Designated Signing Authority.
Carried. [2025-12-993]

Moved by Ron Davis THAT Signing Authorities 2025-2026 will be Brent Feyter, Brad Schlossberger, Sahra Nodge and Barbara Burnett.
Carried. [2025-12-994]
- 3 Approval of Agenda
Bev Thornton added "Letter of Support for United Ukrainian Congress (UCC)" to the agenda.
Moved by Mike Hegedus THAT the agenda be approved with addition.
Carried. [2025-12-995]

- 4 Approval of Minutes Moved by Barbara Burnett THAT the Minutes of November 5, 2025, be approved as presented.
Carried. [2025-12-996]
- 5 Approval of Cheque Register Moved by Cam Francis THAT cheques #3607 to #3617 be approved as presented.
Carried. [2025-12-996]
- 6 Board Operations
- Meetings
- Meetings will be the first Wednesday of the month at 6:00pm.
 - Locations will rotate throughout the region.
- Communications
- Unapproved minutes will be sent to Board as reference for reporting.
 - Approved Minutes, Bulletin and other reports will be sent to Board representative and CAO to please include in council agendas.
 - Information and Professional Development
 - EDA Economic Development for Elected Officials (February 2026)
 - IEDC Ethics Workshop-on-line, free of charge, Monday December 15, 2025. 12:30pm to 2:30pm Attendance is encouraged.
 - Information and link to register will be sent separately
 - Waste management project proposal information session will be scheduled in early 2026.
- Letter of Support for Ukrainian evacuees
- United Ukrainian Congress (UCC), a Canada-wide organization, is asking federal and provincial governments to specifically assist the newcomers who have been here for 2 years or more, who have expiring work permits and are held up in the process to move forward with permanent residency.
- Moved by Rick Lemire THAT AlbertaSW send a letter of support on behalf of the region.
Carried. [2025-12-997]
- 7 Membership and Regional Business License invoices 2025
- Proposed increase for 2025 will assist financial resources for 2026-2027, the final year of the REDA agreement with the Province.
- Moved by John Van Driesten THAT for 2025 AlbertaSW implement a sustainability increase of \$.25 to the \$1.00 per capita membership fee.
Carried. [2025-12-998]
- Moved by Rick Lemire THAT for 2025 the municipalities remit the full \$80 collected for each Regional Business License.
Carried. [2025-12-999]
- 8 Qatalyst Consultations
- This consulting service, provided by the province will
- draft a strategy, value proposition, and process for generating revenue from business/industry/associate/affiliate memberships; and
 - prepare a concept for shared services with other regional agencies to create efficiencies.

9	Director of Investment Development Report	Accepted as information. Detailed report circulated separately.
10	Executive Director Report	Accepted as information.
11	Round table	Accepted as information.
12	Upcoming Board Meeting dates	➤ Wednesday January 7, 2026 - Cardston or Crowsnest Pass ➤ February 5, 2026 - TBD
13	Adjourn	Moved by John Van Driesten THAT the meeting be adjourned. Carried. [2025-12-1000}

Approved January 7, 2026

Executive Director Report December 2025

MEETINGS and PRESENTATIONS

- Dec 3: AlbertaSW Board Meeting, Pincher Creek
- Dec 8: Meeting with Sean and Natalie re: airports updates, Zoom
- Dec 9: Sean and Bev meeting with Qatalyst, Zoom
- Dec 9: Introductory meeting with new Executive Director, Heritage Acres, Teams
- Dec 11: Meeting with Director of Investment Development
- Dec 11: Regional Defence Investment Initiative Webinar, Teams
- Dec 11: PrairiesCan “exchange” meeting, Lethbridge
- Dec 11: Invitational event, Lethbridge Polytechnic
- Dec 15: IEDC Ethics in Economic Development Webinar, Zoom
- Dec 17: EDL Board Meeting, Lethbridge
- Dec 17: SouthGrow Economic update luncheon webinar, Eventbrite
- Dec 17: Zoom meeting with Chair of Alberta Airports Management Association (AAMA)
- Dec 18: IEDC-AEDO Review Board Meeting, Zoom
- Dec 19: Bi-weekly Resilience Task Force meeting, Teams

PROJECT MANAGEMENT and REPORTING

- Update and send invoices for membership and Regional Business License
- Update Projects Overview documents to post on website
- Letter of withdrawal from Green Destinations International membership
- Planning and network building with Director, Investment Development

INVESTMENT ATTRACTION and REGIONAL PROMOTION

- Exploration of provincial and federal airports initiatives
- Entrepreneur support for funding programs
- Provide input to website updates and digital assets development
- Support documents provided to Creative Industries feasibility study (due March 2026)
- Respond to regional inquiries and information requests
- Appointed to IEDC AEDO Policy and Program Advisory Committee