

# Alberta SouthWest Regional Alliance

## Minutes of the Board of Directors Meeting

Wednesday, March 4, 2026, Cardston County Council Chambers



### Board Representatives

Brent Feyter, Fort Macleod  
Brad Schlossberger, Claresholm  
Barbara Burnett, Cowley  
Cam Francis, Cardston County  
Paula Brown, Cardston  
John Van Driesten, MD Willow Creek  
Keith Robinson, Waterton (alt)  
Shauna Strong, Nanton  
Mike Hegedus, Hill Spring

### Resource Staff, Partners, Guests

Dennis Baker, Cardston County (alt)  
Tom Nish, Cardston County  
Marie Everts, JETI  
Jim Burdett, LRSD  
Sean Miles, AlbertaSW  
Bev Thornton, AlbertaSW

- 1 Call to Order and Welcome Chair, Brent Feyter
- 2 Approval of Agenda Moved by Mike Hegedus THAT the agenda be approved as presented.  
**Carried.** [2026-03-1011]
- 3 Approval of Minutes Moved by Cam Francis THAT the Minutes of February 4, 2026, be approved as presented.  
**Carried.** [2026-03-1012]
- 4 Approval of Cheque Register Moved by Shauna Strong THAT cheques #3641 to #3653 be approved as presented.  
**Carried.** [2026-03-1013]
- 5 Industry and agency membership Board discussed the possibilities of expanding support by inviting affiliate, associate, investor, sponsor contributions, and processes, risks, and benefits. AlbertaSW and Community Futures are discussing regional Chambers of Commerce meetings. JETI is planning EDO regional meetings. The value of communication and collaboration among CAOs was discussed.  
➤Board will check with their CAOs to see who might have an interest in a regional meeting, and what topics or issues would be of interest.
- 6 AI Policy Board discussed need for policy and guidelines regarding use of artificial intelligence in our municipalities and region. Sean miles summarized a report that is available upon request to AlbertaSW.  
➤Board will ask their council and administration about the need for AI policy development and provide any updates and suggestions at next meeting
- 7 Year-end financial reporting to JETI Board reviewed wording of the reporting requirements in Schedule C of the Alberta SouthWest contract with Jobs, Economy, Trade, and Immigration. Moved by Brad Schlossberger THAT the Board will not require a Review Engagement for 2025-2026, and, at the 2026 AGM, vote on approval of the Annual Report to be submitted to JETI by June 30, 2026, given that a full audit will be subsequently conducted and submitted August 30, 2026.  
**Carried.** [2026-03-1014]

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|----|----------------------------|---|
| 8  | Investment Director Report | Sean Miles presented an overview of priorities in the upcoming months. There are significant investment ventures developing in the region.<br>➤ Board will identify opportunities in their community, provide ideas and contacts to assist Sean in creating investment profiles and supporting cluster development.<br>Accepted as information. |
| 9  | Executive Director Report  | Accepted as information.  |
| 10 | Round table                | Accepted as information.  |
| 11 | Upcoming Board Meetings    | ➤ Wednesday, April 1, 2026 - Nanton<br>➤ Wednesday, May 6, 2026<br>➤ Wednesday, June 4, 2026 – Annual General Meeting   |
| 12 | Adjourn                    | Moved by Mike Hegedus THAT the meeting be adjourned.<br><b>Carried.</b> [2026-03-1015]  |

**Approved April 1, 2026**

### **Executive Director Report March 2026**

#### **MEETINGS and PRESENTATIONS**

- Mar 4: Board meeting, Cardston County Council Chambers
- Mar 5: Ag Scholarship Dinner, Lethbridge East Rotary
- Mar 6: Meeting with EDO, County of Taber re: business licensing, Zoom
- Mar 10: RINSA meeting, Teams
- Mar 10: Tourism Attractions Advisory Meeting, Lethbridge
- Mar 10: Meeting with Northern Louisiana Economic Partnership re: sponsor and investor program, Zoom
- Mar 12: Bev/Sean meeting, Zoom
- Mar 13: Resilience Task Force Meeting, Teams
- Mar 14: Meeting with Heritage Acres Executive Director, Zoom
- Mar 16: Meeting with South Canadian Rockies, Zoom
- Mar 17: Meeting with EDL re: Ukrainian evacuees/permanent residency (PR) process, Zoom
- Mar 17: From Data to Deliverables Webinar, Localintel, On-line
- Mar 18: EDL AGM-Board Representative, Regional Alliances (2-yr terms alternate between AlbertaSW & SouthGrow)
- Mar 19: Lean Data Centre Construction, Nialli webinar, Dr. Claus Nesensohn, founder, Refine Projects AG, On-line
- Mar 19: Bev/Sean meeting, Zoom
- Mar 23: Meeting with REDS and review of office files, Pincher Creek
- Mar 25: Southern Alberta Tourism Summit, Lethbridge
- Mar 26: EDA AGM, Zoom
- Mar 26: Southern Alberta Economic Summit, Lethbridge
- Mar 27: Resilience Task Force Meeting, Teams
- Mar 30: Meeting with PrairiesCan, Teams

## **PROJECT MANAGEMENT and REPORTING**

- Website inquiries and referrals
- Submit Corporate Return for year-end 2025
- Compile documentation for interim NRED report, due April 30
- Request 90-day extension to IEDC Re-accreditation deadlines; new deadline of June 12 accepted by Board
- Begin draft of Operations Plan 2026-2027
- Joint planning with Investment Director
- Tourism and Economic Summit event support
- RBL list for 2026 and website updates
- Deal with water damage in Pincher Creek office, and begin packing up files
- Transition office phone 403-627-3373

## **INVESTMENT ATTRACTION and REGIONAL PROMOTION**

- Assist with award applications to EDA (deadline extended to March 20)
- Planning support for Southern Alberta Tourism Summit Event March 25
- “Partnership” in Southern Alberta Economic Summit Event March 26
- IEDC-AEDO Advisory Committee input to draft updates to accreditation process
- Information-gathering from IEDC organizations regarding business investor/sponsor programs
- Student references, letters of support for grant applications

### **Investment Director Report March 2026**

Continued work with businesses, presentations to Councils, consultation with funding agencies to identify key strategies for investment readiness and cluster development

**Documents, PowerPoint, and Video summaries are available to share with Council and administration**

1. AI Policy Development: January 2026 document “Responsible AI in Municipal Leadership” by Lumaris AI Solutions available by request, and also the link to 6-minute AI video summary to share with Council.
2. Airports Cluster: Alberta Airports Managers Association (AAMA) report contains key info about the issue in the province. <https://albertairports.ca/wp-content/uploads/2025/08/Albertas-Community-Airports-Support-for-Long-Term-Viability-Report-002-Comrpess.pdf>

Here is the link to a 6-minute AI video that summarizes the above AAMA report

[https://www.dropbox.com/scl/fi/0xznq59mg85g0ve3mryxr/Alberta\\_s\\_Unseen\\_Network.mp4?rlkey=dpchllsx7xr7niz5fu0072qd&st=odv61kym&dl=0](https://www.dropbox.com/scl/fi/0xznq59mg85g0ve3mryxr/Alberta_s_Unseen_Network.mp4?rlkey=dpchllsx7xr7niz5fu0072qd&st=odv61kym&dl=0)

## **MEETINGS, PRESENTATIONS, and RESEARCH**

- Three council presentations in Pincher creek, Waterton, and Nanton
- NorthBack mining presentation in Pincher Creek
- 3.Aerospace cluster staff connections Fort Macleod, Cardston County, MD of Willow Creek
- Claresholm CAO meeting
- Crowsnest Mayor meeting
- MD of Willow Creek multiple aerospace business meets and expansion finance plan draft

- LocalIntel economic development software updates x 2
- Connect4Commerce real estate listing vendor meeting
- 3 regional grant review updates and 1 new reviewed
- 2 investment attraction package opportunities logged
- PrairiesCan Grant meeting
- Meeting with Pincher Creek MD company and RMA
- Meeting with vendor re: proposal for regional tourism community training
- Vendor proposal for free regional community economic development tool to evaluate investment opportunities
- Compile regional business list and contacts for 1,000 businesses for engagement and updates
- Calgary American Chamber of Commerce in Canada Meeting on export
- Southern Alberta Economic summit
- Value added ag confidential company update
- Invitation to make presentations at EDO Roundtable and PrairiesCan events in April