



TOWN OF

**Westlock**

A community with spirit!

# 2021 Annual Report

[www.westlock.ca](http://www.westlock.ca)



The Town of Westlock has a diverse economy, excellent transportation connections, and a highly evolved technological infrastructure. Our urban amenities and small-town lifestyle has attracted a well-educated and skilled workforce.

We are located just north of Edmonton, and we offer quick and easy access to major markets and transportation routes.

**Westlock to Edmonton 90 km | Westlock to Fort McMurray 387 km | Westlock to Grande Prairie 419 km**

Don't get lost in the hustle and bustle of a city, have a voice and make a difference in the community you have your business in and call home.



10003-106 Street  
Westlock, Alberta, T7P 2K3  
780-349-4444 [www.westlock.ca](http://www.westlock.ca)



# ANNUAL REPORT

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## MESSAGE FROM MAYOR AND COUNCIL



Mayor Ralph Leriger

As this is our first annual report, we take this opportunity to look back at the year in review. A small municipality like Westlock is essentially a system made up of smaller systems. A transportation system, a water/wastewater system, a stormwater system, communication, accounting, recreation, development, fire protection and community wellness.

As the Mayor, I believe that our success as a council and an organization stems mainly from two things. Firstly, our commitment to proper asset management, life cycle analysis and planning, and secondly, but maybe more importantly, comes from good strategic planning. Developed in lockstep with our administration, our strategic plan provides our focus for our council and our overall organization as we maintain and support all these systems.

So how do you get there? How does that translate into achievable results and the cost-efficient delivery of the services and programs that our citizens and businesses require? In my view, it happens by building and nurturing a positive organizational culture.

The goals in our strategic plan begin with a healthy governing body. It ensures that we are working towards the same goals and committed to open lines of communication and transparency. With a strong Council and administration, we can role model our achievements to the rest of the region and beyond.

I'm encouraged by how quickly our new council has come together. It's great to see new faces and to hear new ideas. Through our collaborative budget process, our council is able to work with our CAO and her administrative team to address the ongoing challenges that communities are facing today. That process recognizes the challenge of the current environment and sets the stage for our continued success.

Lastly, it is impossible to talk about the past year without recognizing the incredible gift from Albert and Florence Miller to our community. To ensure that gift becomes an enduring legacy, we have formed the Westlock Community Foundation. It will be a vehicle to manage donations by individuals or corporations to a permanent endowment fund and disburse proceeds from that fund to worthwhile community causes from the interest that it generates.

We navigated through a particularly challenging time by following our strategic plan, working together, and building on the previous year's work to achieve many great things in 2021.

My thanks to our previous council, new council, administration, staff, and community for a job well done and for the heart shown in 2021.

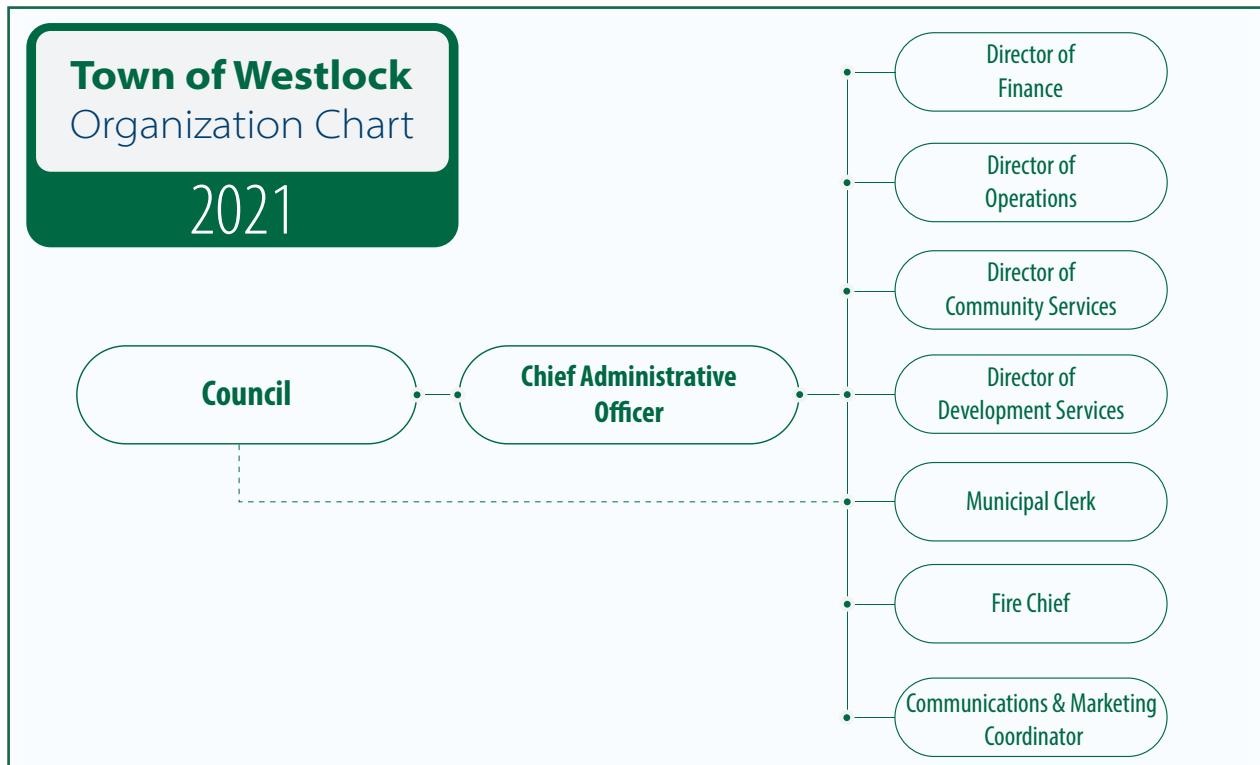


## MESSAGE FROM CHIEF ADMINISTRATIVE OFFICER

On behalf of the Town of Westlock organization, I am happy to present our 2021 Annual Report, highlighting our accomplishments and sharing our financial information. I am proud of the services and programs our organization was able to deliver during another challenging year. Town staff worked to provide services while adapting and responding to ever-changing provincial measures. The dedication and resiliency of our staff is evident every single day.

Our 2021 construction season saw the renovation of the Heritage Building, the construction of a naturalized stormwater management pond, reconstruction on 108 Street, and the arrival of an integral piece of the Town of Westlock Fire Department’s fleet. In October, the municipal election brought change to our Council with three new members stepping up to serve the community, and we said a sad farewell to three long-serving councillors.

In a year of many changes, some things will always remain—our commitment to providing service and good governance to this community. We look forward to better days and carry the lessons of previous years to help guide us in the coming years.



## TOWN OF WESTLOCK ADMINISTRATION



Simone Wiley,  
Chief Administrative Officer



Julia Seppola,  
Director of Finance



Robin Benoit,  
Director of Operations



Gerry Murphy,  
Director of Community Services



Krystle Fedoretz,  
Director of Development Services



## OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer (CAO) for the municipality ensures that the policies and programs of the municipality are implemented. The CAO advises and informs Council on the municipality's operations while performing and exercising the duties, functions, and powers assigned through the *Municipal Government Act* and Council.

Legislative Services includes activities related to the custody and maintenance of bylaws, policies, corporate records, Council agendas and minutes, elections, and the administration of the *Freedom of Information and Protection of Privacy Act* (FOIP).

The Chief Administrative Officer also oversees Protective Services, Fire Department and Emergency Management, and Corporate Communications.



## FINANCE SERVICES

The Finance department is responsible for budgeting, property tax, accounts receivable, accounts payable, and utilities. Taxes help ensure the Town of Westlock citizens have excellent services that contribute to a quality lifestyle to deliver the many day-to-day services and programs that citizens need, want, and deserve.



## OPERATIONS DEPARTMENT

The Operations department performs a wide variety of daily tasks, maintenance, and repairs related to infrastructure such as streets, laneways, sidewalks, curbs, storm mains, and gutters. This department also monitors, maintains, and repairs water and sanitary systems throughout the Town. Additionally, under contract, Operations maintains the regional water treatment plant, pumping stations, and distribution system.



## COMMUNITY SERVICES

The Community Services department is responsible for making available health and fitness opportunities in the town.

The management of the recreation facilities, parks, and trails within Westlock is provided by this department. Community Services also oversees Family Community Support Services (F.C.S.S) and the Community Bus.



## DEVELOPMENT SERVICES

Development Services provides legislation information and requirements regarding land use, planning, and safety codes.

The department also oversees business licenses, Geographic Information System (GIS) and mapping, asset management, economic development, municipal cemetery, and Municipal Enforcement services.

## CAPITAL PROJECTS

### HERITAGE BUILDING

The Heritage Building renovations kicked off a busy construction season on January 29, 2021, with a remodel of the bathroom facilities and a rebuild of office space to accommodate Westlock & District F.C.S.S. This capital project was completed on June 15, 2021.

### 108 STREET INDUSTRIAL CORRIDOR RECONSTRUCTION PROJECT

The 108 Street Industrial Corridor Reconstruction Project began with a virtual Public Information Session on February 17. The project encompassed upgrading the roadway, underground infrastructure, and curb/sidewalks along 108 Street. Abatement issues were encountered during the project. Phase One of this project has been completed up to the bulk water station.

### STORM WATER INFRASTRUCTURE PROJECT

Our Storm Water Infrastructure Project started in February of 2021, constructing the naturalized storm water management pond. This project incorporated existing wetland areas into the design to provide natural plantings around the pond's perimeter to accommodate wildlife. This project will improve runoff quality by providing a site for suspended solids' settlement and removing contaminants from the watercourse. This project was completed in November 2021.

### LADDER TRUCK

Town of Westlock Fire Department received their new Rosenbauer Cobra Aerial on March 9, 2021.

LENGTH: 13.16 M | WIDTH: 2.56 M | HEIGHT: 3.94 M

FEATURES INCLUDE:

- Waterous S100C20C 1500 GPM pump
- Carry up to 480 gallons of water and 20 gallons of foam
- Foam PRO 2002, Heat Pan Pump Enclosure
- Smart Aerial Technology
- Breathing Air System
- Smart Aerial Air Monitor System
- Smart Aerial Short Jacking
- Wireless Radio Remote for Platform and Monitor
- Akron 3486 Electric Stream Master II Monitor
- 500 HP Cummins Engine in a 4 Seater Commander Cab



# Town of Westlock by the numbers



**4,921**

Population

**50**

Flower Planters

**13.82 kms**

Paved Collector Roads

**24.1 kms**

Storm Mains

**171**

Hydrants

**131**

Stop Signs

**23.29 kms**

Paved Local Roads

**103**

Flower Poles

**1.7 kms**

Collector Roads Gravel

**41.21 kms**

Sidewalks

**56.67 kms**

Sanitary Mains

**10.2 kms**

Trails

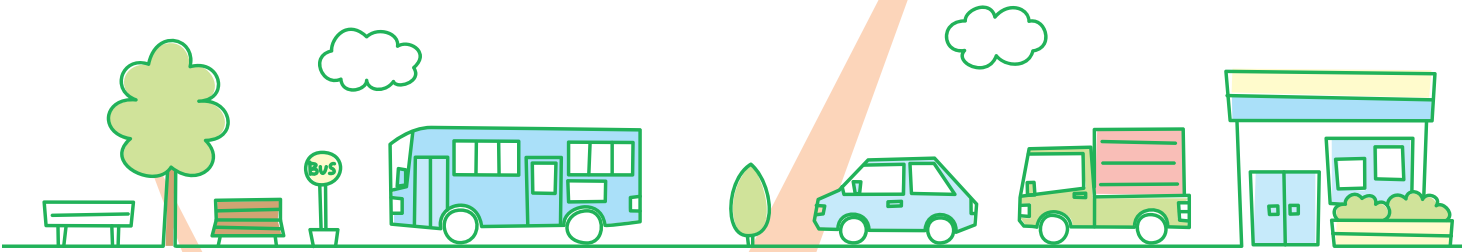
**208**

Storm Manholes





# Town of Westlock by the numbers



**25**  
Park Benches

**483**  
Sanitary Manholes

**2,385**  
Private Dwellings

**536**  
Water Valves

**3.32 kms**  
Culverts

**0.98 kms**  
Paved Alleyways

**415**  
Catch Basins

**15.74 acres or 6.37 HA**  
Storm Pond

**21.47 kms**  
Alleyways Gravel

**45.61 kms**  
Water Mains

**7.86 kms**  
Local Roads Gravel

**31.37 kms**  
Ditches

**101**  
Yield Signs

OVERVIEW



## FACILITIES, PARKS, PLAYGROUNDS, AND TRAILS

We are a community with so much to offer residents and visitors. Our town operated facilities include the Heritage building, public works shop, bulk water and reservoir (with Water Commission permission), a fire hall, and a town office.

### WESTLOCK AQUATIC CENTRE

When you spend the day at the Westlock Aquatic Centre, you can swim our 6-lane swimming pool with climbing wall and zero-depth and splash park area, relax in the hot tub and steam room, get your work out in at the weight room and fitness area, play racquetball or squash, or check out our virtual rec room with golf, sport, and game simulator. We also offer swim lessons, aquafit classes, special event days, and have a meeting room for special events and parties.



### WESTLOCK ROTARY SPIRIT CENTRE

Wondering what you can do at the Westlock Rotary Spirit Centre? With a 3 court field house, NHL sized arena, walking track, weight room, fitness room, curling rink, and Kali's Corner (children play area) there's always something going on. There are meeting rooms, a concession area, and a 21-site campsite at Mountie Park Campground.



If the weather cooperates, head over to one of our outdoor amenities:

- Lions Park / Playground  
110 Street and 100 Avenue
- Belvedere Park / Playground  
105 Street and 110 Avenue
- East Glen Park / Playground  
103A Street and 106 Avenue
- Polymanth Park / Playground  
107 Street and 108A Avenue
- Whissel Park 10708-100 Avenue
- Whisselville Pond 11104 100 Avenue
- Southview Park / Westlock Community Garden  
9903-9927 100 Ave
- Skateboard Park  
10711-104 Avenue
- Keller Field Ball Diamond Within Spirit Centre Park
- Soccer field / Football Field  
10516-106 Street
- Tennis / Pickleball Court South of Spirit Center  
along Rotary Trail  
9603-100 Street
- East Glen Outdoor Rink  
10503 Street and 105 Avenue
- Off Leash Dog Park 101 Avenue and 108 Street
- Rotary Trail 10.2 KM

## DEVELOPMENT SERVICES HIGHLIGHTS



**55 NEW**  
Business Licenses

**3 NEW**  
Commercial Developments

Westlock Power Motorsports Relocation  
Great Canadian Oil Change  
Pakt Automotive Expansion

OVERVIEW

**4 NEW**  
Home Starts



**\$6,883,267.24**  
**New Development in 2021**  
(based on Development Permit Values)



## MUNICIPAL ENFORCEMENT

Occurrences	574
Traffic Safety Enforcements	373
2021 Yearly Totals	947

### TOP 3 BYLAW ENFORCEMENT



Traffic

93



Community Standards Bylaw

87



Snow Removal

68

OVERVIEW

### WESTLOCK REGIONAL NOTIFICATION SYSTEM

The Westlock Regional Notification System is a joint project between the Town of Westlock, Westlock County, and the Village of Clyde and launched in December of 2020. This alerting system allows users to opt in by signing up to receive text, voice mail, or email messages from a variety of categories, allowing us to provide timely emergency and municipal communications to our region.

On January 1, 2021, we added the Westlock and Area Crime Coalition (WACC) category which is aimed at reducing crime through awareness, crime prevention, and alerting residents to suspicious activities. The Westlock Detachment of the RCMP provide the alerts to the municipalities to inform residents.

Visit [www.westlock.ca/p/westlock-regional-notification-system](http://www.westlock.ca/p/westlock-regional-notification-system) for details and click on [Register](#) to sign up today.

Westlock Regional Notification System:

# CONNECT

When you sign up to receive alerts on Transportation, Utilities, Waste Disposal, Community, Emergency Services, and Westlock and Area Crime Coalition (WACC), you will receive notifications on road closures, snow removal maps, community events, and crime alerts from our RCMP.

**Alerting options include:**



voice call



text



email



social media

[westlock.ca/p/westlock-regional-notification-system](http://westlock.ca/p/westlock-regional-notification-system)

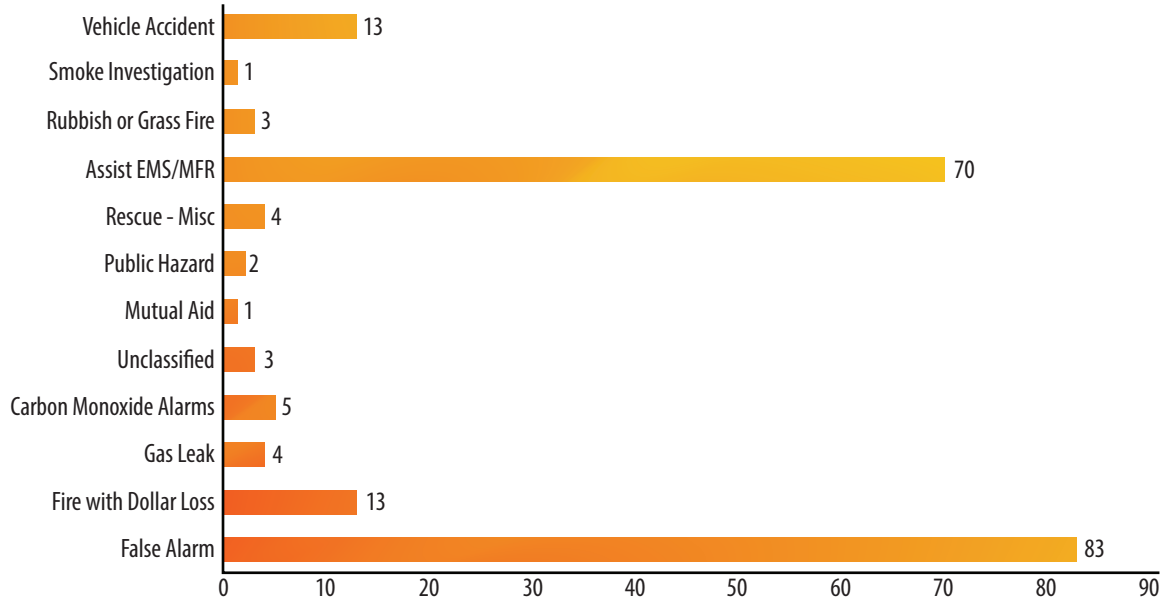






## FIRE DEPARTMENT

### 2021 Incident Totals



### DECOMMISSIONED FIRE TRUCK DONATION

Town of Westlock and Westlock Fire Department donated the decommissioned 1987 Ford/Thibault Ladder Truck to the Rotary Club of Grande Prairie.

This initiative gives retired emergency support vehicles a new purpose in helping smaller Mexican communities enhance their emergency response centres.



## 2021 EVENTS

### ELECTION 2021

The 2021 Municipal Election results brought some change to the Town of Westlock yet maintained stability with three new members joining our returning Mayor and three incumbents.

Mayor Ralph Leriger ran unchallenged and was acclaimed Mayor for his third consecutive term. Returning councillors Curtis Snell, Murtaza Jamaly, and Randy Wold received the most votes and were joined by first-time councillors Laura Morie, Jon Kramer, and Abby Keyes.



Mayor Ralph Leriger



Councillor Murtaza Jamaly



Councillor Abby Keyes



Councillor Jon Kramer



Councillor Laura Morie



Councillor Curtis Snell



Councillor Randy Wold

### THANK YOU...

We extend a heartfelt farewell and thank you to former Councillors Clem Fagnan, David Truckey, and John Shoemaker, for their dedication and years of public service.



Councillor Clem Fagnan



Councillor David Truckey



Councillor John Shoemaker

## WESTLOCK COMMUNITY FOUNDATION

Long time residents, Albert and Florence Miller were strong community supporters in life. Upon their passing, they gifted our community with an unprecedented generous opportunity by naming the Town of Westlock in their estate. Town of Westlock Council formed a task force comprised of Council representation and community members at large to create a Foundation. The task force is developing all the supporting materials to have Westlock Community Foundation established by the end of 2022. We are hopeful that the community foundation will be in a position to receive submissions by the Spring of 2023.

Visit [www.westlock.ca/p/westlock-community-foundation](http://www.westlock.ca/p/westlock-community-foundation) for details.

## MEDICAL PROFESSIONALS APPRECIATION

Throughout 2021, medical professionals made countless sacrifices and stood firm during such a tumultuous time. We understand this has been a test of resilience, endurance, and heart and we thank every person working in health care. You are appreciated. You are respected. We remain in awe of all that you do. Thank you for being there for us.



Appreciation Basket Delivery: Mayor Ralph Leriger with Economic Development Officer and Councillor Murtaza Jamaly

## LARGE ITEM PICK UP

Town of Westlock held a large item pick up event on Wednesday, September 8. Residents were encouraged to place large items on the curb a few days earlier to allow for a "Take It or Leave It" event.

**92 mattresses**

**2.09 tonnes of metal**

**27.5 metric tonnes of garbage**

**Approximately seven garbage truck loads**



## SUMMER PROGRAMS

Summer programs at the Westlock Rotary Spirit Centre was a great success with 561 participants.



## CANADA DAY

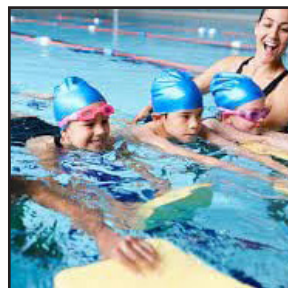
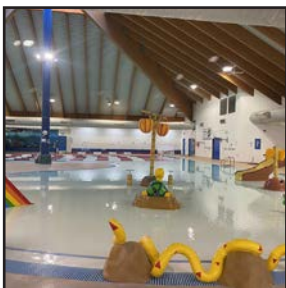
On Canada Day, we celebrated community-wide with a free pancake breakfast, skateboard competition, free public swim, field activities, and the much loved fireworks display.



YEAR IN REVIEW

## HAUNTED SWIM

The Haunted Swim at the Westlock Aquatic Centre scared up 100 participants for a night of spooktacular fun. Free Swims were successful throughout the year drawing 65, 66, and 99 participants at each event.





## TOWN OF WESTLOCK FIRE DEPARTMENT FIREFIGHTER IN THE SKY

Our Christmas cheer continued with our annual Skate with Santa and the welcome return of the Town of Westlock Fire Departments' Firefighter in the Sky fundraiser. With resounding support from our community and the dedication of our Firefighters, a final overall total of 3,558lbs of food and \$3,571.80 cash donations.



**What a wonderful accomplishment for the 2021 Christmas season; many thanks to everyone for contributing.**



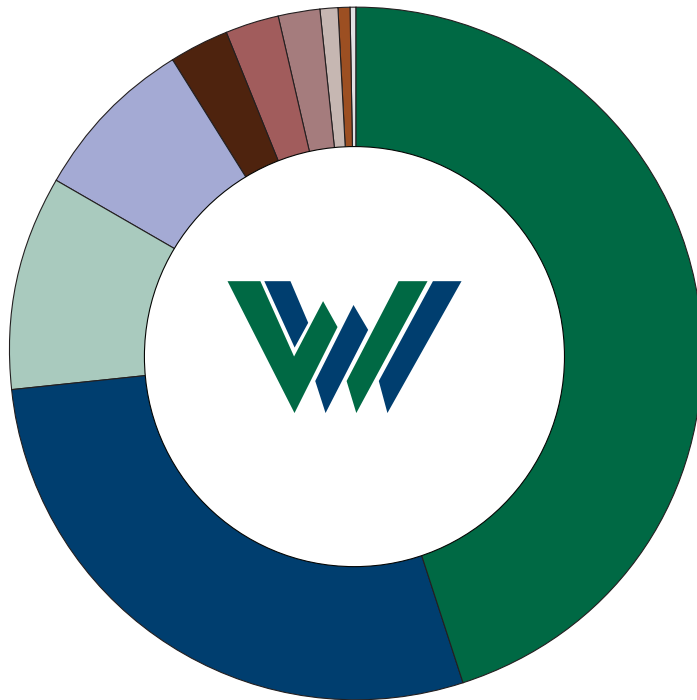
## CHRISTMAS LIGHT UP PARADE AND SKATE WITH SANTA

Our Christmas Light Up and Parade brought together our residents, community groups, businesses, and partners for a festive night.



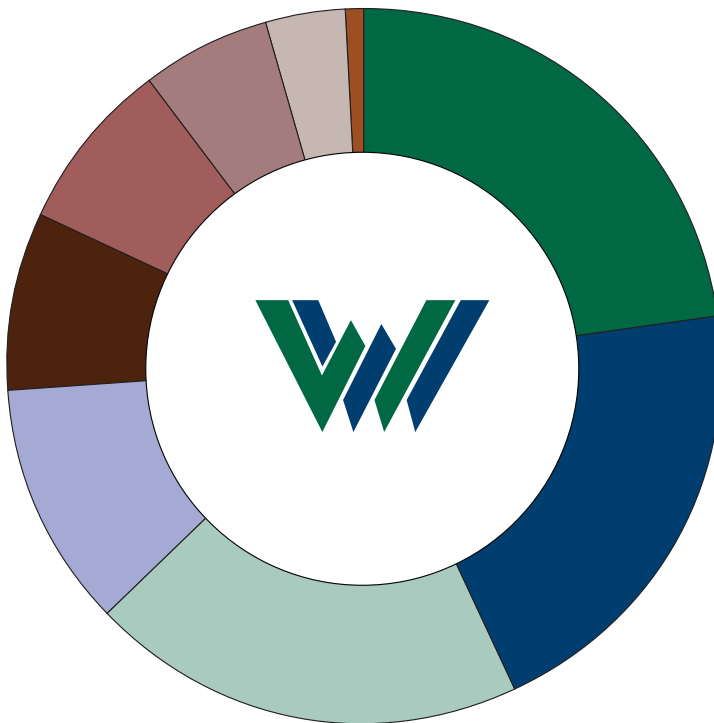
YEAR IN REVIEW

## WHERE DOES THE MONEY COME FROM?



45.1%	Net Municipal Taxes	\$7,198,732.00
28.3%	User Fees and Sales	\$4,518,265.00
10.1%	Government Transfers	\$1,608,692.00
7.8%	Franchise Fees	\$1,237,861.00
2.7%	Rental Revenue	\$434,875.00
2.7%	Penalties Costs of Taxes	\$423,191.00
1.8%	Other Revenue	\$286,500.65
0.8%	License and Permits	\$121,697.00
0.6%	Investment Income	\$96,002.00
0.2%	Fines and Costs	\$29,915.00
		\$15,955,730.65

## WHAT WERE TAXES USED FOR IN 2021?



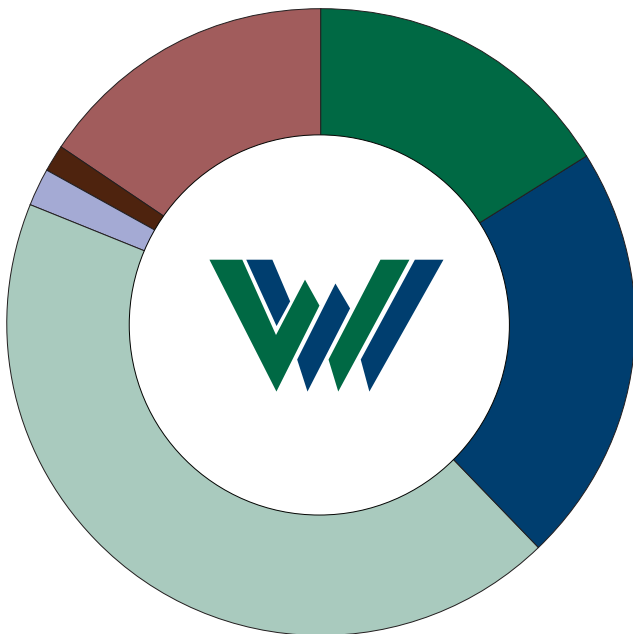
23.0%	Public Works, Common Services, Roads, Sidewalks, Public Transit	\$1,652,879.88
20.3%	Administration	\$1,461,992.12
19.8%	Recreation, Culture	\$1,423,987.29
10.9%	Protective Services (Fire, Police, Community Enforcement & Emergency Services)	\$786,161.66
8.0%	Principal Debt Repayment	\$576,705.74
7.8%	Planning, Development, Economic Development, Tourism, Building Maintenance	\$557,924.37
6.1%	Net Transfers to Savings for Future Capital	\$436,958.48
3.6%	Legislative	\$259,435.45
0.6%	Public Health and Welfare (FCSS, Cemetery)	\$42,687.00
		\$7,198,732.00

## WHERE DID THE UTILITY REVENUE COME FROM?



<span style="color: green;">■</span>	Government Transfers	\$59,000.00
<span style="color: blue;">■</span>	User Fees and Sales of Goods	\$3,981,384.00
<span style="color: lightgreen;">■</span>	Other Revenue	\$13,611.00
		\$4,053,995.00

## HOW DOES THE UTILITY REVENUE GET SPENT?



16.0%	<span style="color: green;">■</span>	Salaries, wages and benefits	\$618,006.00
22.0%	<span style="color: blue;">■</span>	Contracted and General Services	\$826,178.00
43.0%	<span style="color: lightgreen;">■</span>	Materials, goods, utilities and other	\$1,638,136.00
2.0%	<span style="color: purple;">■</span>	Transfers to local boards	\$80,150.00
1.0%	<span style="color: brown;">■</span>	Interest on Long Term Debt	\$46,896.00
15.0%	<span style="color: maroon;">■</span>	Principal Repayment	\$585,730.00
			\$3,795,096.00

## STATEMENT OF FINANCIAL POSITION

<b>FINANCIAL ASSETS</b>	
Cash and Temporary Investments	\$7,916,068
Taxes Receivable	\$249,066
Trade and Other Receivables	\$6,411,625
Land for Resale Inventory	\$546,148
	<b>\$15,122,907</b>

<b>LIABILITIES</b>	
Account Payable and Accrued Liabilities	\$2,959,611
Employee Benefit Obligations	\$235,634
Deposit Liabilities	\$108,673
Deferred Revenue	\$3,672,370
Prepaid Frontages	–
Long Term Debt	\$9,065,565
	<b>\$16,041,853</b>
<b>NET FINANCIAL DEBT</b>	<b>(\$918,946)</b>

<b>NON-FINANCIAL ASSETS</b>	
Tangible Capital Assets	\$62,475,639
Inventory for Consumption	\$302,466
Prepaid Expenses	\$22,561
	\$62,800,666
<b>ACCUMULATED SURPLUS</b>	<b>\$61,881,720</b>

Town of Westlock Financial Statements are available at [www.westlock.ca/p/finance-and-budget](http://www.westlock.ca/p/finance-and-budget).

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