

# Township of King Departments

- Divisions (Service Areas) and Service Offerings are organized according to (8) Departments



OFFICE OF THE  
CAO



CORPORATE  
SERVICES



PUBLIC WORKS



FINANCE



FIRE AND  
EMERGENCY  
SERVICES



KING TOWNSHIP  
PUBLIC LIBRARY

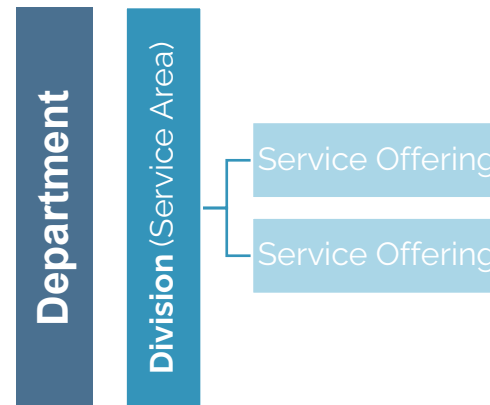


COMMUNITY  
SERVICES



GROWTH  
MANAGEMENT  
SERVICES

- Departments are further broken down into Divisions (Service Areas) and Service Offerings. The structure of each Department is outlined following the below structure throughout this document.



# Office of the CAO

The Strategy and Transformation develops and updates the term of Council Corporate Strategic Plan and reports annually on progress in achievement of Council and community priorities. This division subsequently provides direct Council and CAO administrative/liaison support,

## Strategy & Transformation

Strategic Planning

Corporate Performance  
Management

## Government Relations & Economic Development

Mayor and Council  
Support

Business Development  
(EconomicKING)

Hospitality, Tourism  
and Recreations  
(ExperienceKING)

Plans, Programs and  
Strategies

# Corporate Services

The Corporate Services Department provides a range of services that ensure compliance with legislative requirements, support Township corporate initiatives and address community needs. These services range from the provision of Council and governance support, development and delivery of corporate communications, administration of the ServiceKING customer center, human resource management and, legal and legislative services including permitting and reporting.



# Public Works

The Public Works department is responsible for the operation and maintenance of the Township's owned transportation infrastructure, including roadways, water distribution, wastewater collection, stormwater collection and treatment systems. The department manages infrastructure projects related to the systems it operates and maintains. The department also administers subdivision agreements, plans for, and manages Township physical assets, and provides direct public services via permitting, consents and locates

## Asset Management

Asset Management Program

## Environmental Services

Water Operations and Maintenance

Wastewater Operations and Maintenance

Stormwater Operations and Maintenance

Waste Management

Decommissioned Landfill Management

Mosquito Control Program

## Transportation Services

General Operations

Summer Maintenance

Winter Maintenance

Senior Snow Removal Program

## Parks & Forestry Operations

Forestry and Trees Management

Parks, Trails and Horticulture Operations

Programs

## Capital Services (Transportation & Environmental Infrastructure)

Capital Programs and Projects

Permitting and Requests

Utility Maintenance

Sidewalk Maintenance

Master Planning & Strategies



# Finance

The Finance Department is responsible for handling all financial affairs of the municipality on behalf of and in the manner directed by Council. The Department's service responsibilities include: coordinate, produce and monitor the operating and capital budgets, collect all money that is due and payable to the municipality and issuing receipts for those payments; depositing all money received on behalf of the municipality in a financial institution that has been designated by the municipality; maintain accurate records and accounts of the financial affairs of the municipality; provide Council with such information with respect to the financial affairs of the municipality as it requires or requests.

Revenue and Taxation

Revenue and Taxation

Budget and Financial Reporting

Budgets and Financial Reporting

# Fire and Emergency Services

King Fire & Emergency Services provides Fire & Life Safety Education, Fire Prevention / Investigation Services, Fire Suppression, Medical Aid Response, and Specialized Rescue Services.

## Fire and Rescue Operations

Rescue  
Operations

Inspections and  
Investigations

Administration

Emergency  
Management

Life Safety &  
Education

# King Township Public Library (KTPL)

King Township Public Library (KTPL) is a multi-branch system that offers universal access to both traditional and progressive programs and services, both in person and online, as well as a contemporary, innovative multi-format collection. The wide variety of content, services, programs, and outreach initiatives offer access to information, community spaces and entertainment for people of all ages. Access also includes connecting to the Internet through public workstations, tablets, and laptops, as well as wireless services to support personal electronic devices, but also through available staff-led guidance. The Library is very engaged in the King community, as exemplified by our numerous partnerships, community relationships and presence at a variety of community events. We strive to achieve the highest level of customer service excellence and are committed to ensuring the Library remains relevant and responsive to community needs.

## Content and Information Technology

Content and  
Collections

Systems and  
Web Services

## Administrative and Branch Services

KTPL Board  
Administration

Branch Services

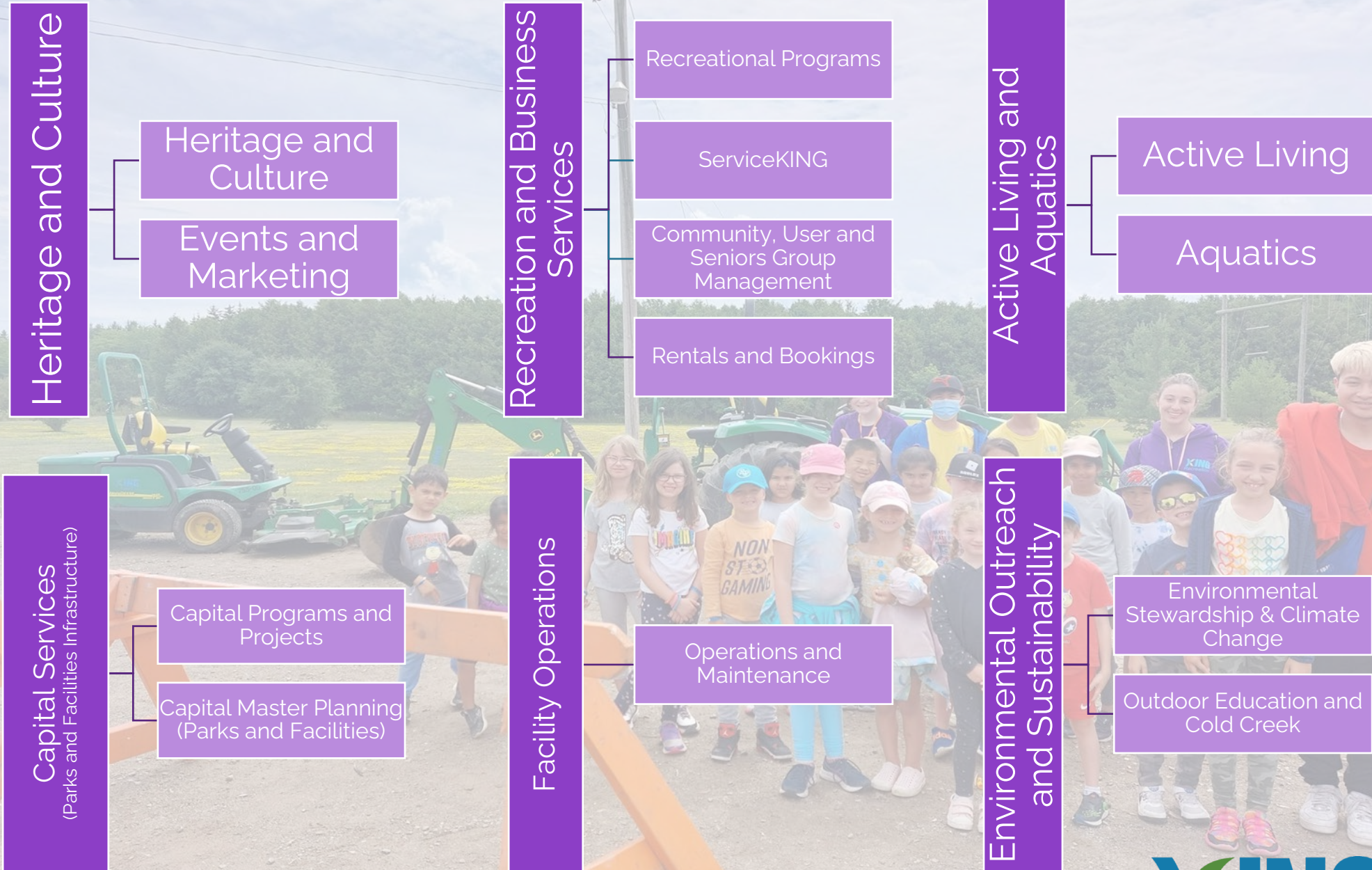
## Community Engagement and Marketing

Programming and  
Events

Community Outreach  
and Marketing

# Community Services

The Township of King's Community Services Department's central business is community recreation. We offer a variety of programs and services for residents of all ages and abilities (infant to senior). Our programs include sports, arts and culture, aquatics, summer camps, infant/toddler development, environmental discovery, workshops, and fitness. The Community Services Department also manages and maintains a variety of recreational facilities and outdoor spaces for residents to enjoy - which include parks, trails, playgrounds, a fitness center, conservation areas, an outdoor pool, basketball courts, arenas, King Heritage and Cultural Centre and community centers with ice pads. The department leads capital projects and programs for non-linear assets (parks and facilities).





# Growth Management Services

The Growth Management Services Department (GMS) consists of Building, By-law Enforcement, Economic Development and Planning Departments. GMS is responsible for many growth-related processes for the Township. Roles and responsibilities include such things as business attraction, expansion, support, and retention (Economic Development), through to development review and approvals (Planning), issuance of building permits (Building), to monitoring compliance of buildings and activities with Municipal by-laws to ensure compliance and maintain a safe/comfortable community (By-law Enforcement). Many of these activities are directly related to each other so a comprehensive, synergistic approach to process development activity in an efficient manner is an important underlying basis for the activities of the Department.

