

Georgetown resident Peggy Rayner lost \$4,400 last week after a man pretending to be an employee at her bank duped her.

Photo by Ted Brown



Senior angry at being bilked

By **LISA TALLYN**
Staff Writer

An 88-year-old Georgetown woman is mad at herself for falling victim to a scheme last week designed to confuse the elderly into parting with their own money.

Peggy Rayner lost \$4,400 in the scam.

She said she feels like “an utter idiot” and she’s hoping no one else gets taken in.

Rayner received a call from a man Feb. 26 claiming to be from her bank. The man told her that \$4,400 had been withdrawn from her bank account and he suspected a bank teller was involved.

He asked her to go to the

branch and withdraw \$4,400 from a ‘dummy’ account that had been set up, in an effort to catch the bank teller in the act. He instructed her not to touch the money, but to ensure it was put into an envelope so they could get the bank teller’s fingerprints.

Rayner did what she was asked and returned home to await further instructions from the alleged bank employee.

The man later called her and asked her to meet him in the mall parking lot on Guelph St. and told her his name was Mr. Price. Rayner waited in her car and a man approached who identified himself as Mr. Price, took the envelope containing the money, told her an arrest would be made, and left.

Rayner returned home and in looking through her bankbook, discovered the only money missing from her account was what she withdrew when told to do so by the alleged bank employee.

“It’s partly my fault. I wasn’t thinking,” said Rayner.

She said the man called her eight times and “he sounded so genuine.”

“She thought she was helping the bank,” said Rayner’s son Charlie. “She trusts people.”

He said his thoughts about the scammer wouldn’t be fit to print, but his mother just tells him, “it was somebody that needed the money more than me. I hope he enjoys it.”

“He’ll be a senior one day,” she said.

The suspect is described as white, approximately 60, short in stature with a slim build. He was wearing ‘casual’ clothing, a dark-coloured jacket and possibly a hat.

Halton Police remind residents that bank employees would never contact clients in this manner or seek their participation in an investigation. Anyone who receives such a phone call is asked to contact police to report the incident.

Anyone with information concerning this incident is asked to contact the One District Criminal Investigations Bureau at 905-878-5511 ext. 2415, Crime Stoppers at 1-800-222-TIPS (8477), through the web at www.haltoncrimestoppers.com or by texting “Tip201” with the message to 274637(crimes).



TOWN OF HALTON HILLS

EMPLOYMENT OPPORTUNITY

MANAGER, CORPORATE COMMUNICATIONS

Now is the time to make your mark as a leader in strategic communications. The Town of Halton Hills has recently created a new position of Manager, Corporate Communications and is actively looking for someone to fill the role. You will have the opportunity to introduce professional communications planning and processes to support the strategic initiatives of the Town. Reporting to the CAO, and with a seat at the Senior Management table, you will provide advice on issues and crisis management, manage media relations, develop and execute strategic communications plans aligned with the Town’s strategic plan, and develop the Town’s communications capacity through internal training programs and protocols.

The Town of Halton Hills is looking for a seasoned communications professional who can make a significant contribution. In return, the successful candidate will find an organization eager to understand and adopt best practices in corporate communications. Are you that person?

The successful candidate will have:

- Excellent interpersonal communications skills as well as exceptional leadership and strategic planning skills
- Sensitivity to the needs of elected officials and staff
- Accreditation earned through either CPRS or IABC would be an asset.

Main Responsibilities:

- Implement the Town’s new Corporate Communications Master Plan
- Influence, advise and motivate others on communication issues and communicate complex issues in a clear and engaging manner.
- Create and implement multi-dimensional communications and outreach strategies that engage the residents of Halton Hills, and all other relevant stakeholders, on a range of topics.
- Manage and develop all corporate online and social media, including monitoring, issues management and content development.
- Provide public, community and stakeholder relationship management.
- Provide media relations, media monitoring and issues management, including acting as main contact for front-line interaction with media.
- Develop media advisories, news releases, backgrounders and other tactical materials tied to strategic communications campaigns in consultation with Council and Town staff.

Skills, Abilities and Personal Attributes

The successful candidate must be able to demonstrate a high degree of experience and expertise in the following skills, abilities and personal attributes:

- Exceptional strategic communications planning skills and experience, and proven ability to execute effective communications tactics.
- Strong interpersonal communication and consulting skills for advising senior leaders as well as working in close collaboration with Town staff.
- Strong organizational and problem solving skills.
- Project management experience.
- Thorough knowledge of effective application of best-practice strategic communications approaches, processes and services.
- Proven ability to quickly and effectively respond proactively to emerging strategic issues.
- Ability to manage in a dynamic and complex environment and thrive in situations that require creativity, innovation, drive and commitment.

Required Qualifications:

- 8 to 10 years of progressive experience in public sector communications;
- Post- secondary Diploma or Degree in Communications, Business Administration, Journalism, Public Relations or a related field;
- Excellent written and verbal communication skills and a strong ability to communicate with all stakeholders.
- Experience in managing multiple priorities and projects while meeting deadlines on budget, including the ability to work independently or as part of an interdepartmental team.
- Significant experience managing communications projects from strategy through planning, implementation and evaluation.
- Minimum three years’ experience leading, coaching and mentoring a Communications team.

The Town offers a welcoming workplace, job scope and challenge, and an opportunity to make a meaningful contribution. The salary range for this position is \$92,221 - \$109,787 (2012 rate) with an excellent benefit package.

Qualified applicants are invited to explore this exciting opportunity. Please forward a resume and a (1) piece of work from your communication portfolio which you feel best highlights your skills. Resumes can be addressed as noted below and should be received by **4:30 pm., March 15, 2013.**

Human Resources
 Town of Halton Hills
 1 Halton Hills Drive
 Halton Hills, ON, L7G 5G2

Fax: (905) 873-1431
 Email: humanresources@haltonhills.ca

Applicants must clearly demonstrate how they meet the requirements of the position. We thank all of those who apply; however, only those selected for further consideration will be contacted.

The Town of Halton Hills is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. If contacted for an interview, please advise the Human Resources staff of any measures you feel you need to enable you to be assessed in a fair and equitable manner. Information received relating to accommodations measures will be addressed confidentially. Personal information collected will be handled in accordance with the requirements of the Municipal Freedom of Information and Protection of Privacy Act.

For more information about the Town of Halton Hills, visit our website at <http://www.haltonhills.ca>

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CORRECTION

REVISED EMPLOYMENT OPPORTUNITY

ADMINISTRATIVE ASSISTANT – INFRASTRUCTURE SERVICES (Contract) POSTING 201309

Reporting to the Supervisor of Customer Relations, this contract position will provide administrative support for the staff and customers of the Infrastructure Services Department in a multi-faceted and varied front-line position.

Responsibilities:

- Manage and coordinate all customer service inquiries via telephone, counter and electronic format.
- Prepare correspondence, Council Reports and other various documents for the Infrastructure Services team.
- Schedule and assist in coordinating corporate meetings and Public Information Centre sessions and take accurate minutes when required.
- Maintain and monitor the Infrastructure Services Library, technical records and the departments Management Archiving Program in accordance with the Towns by-law.
- Maintain database records and print corresponding financial reports.
- Maintain and monitor departments petty cash, VISA reconciliation, journal entries, cheque requests, invoices and requisitions on request.
- Balance and verify debit machine for departmental incoming revenue, prepare deposit report.
- Backup assistance with payroll information for all departmental staff.
- Maintain and process Zoning, Signs, Pools, Fences and Two-Unit Dwelling complaints in compliance with applicable corresponding by-laws.

- Obtain and process Request for Information (Record Search) for INF Services Building Section in conjunction with the Town’s Freedom of Information regulations.
- Process advertisements, notifications and various publications for the department.
- Update the contents of the intranet and departmental Website to establish accurate information and/or services.
- Other duties as assigned.

Qualifications:

- Minimum of 4 year’s experience in a municipal customer service environment.
- A 2 year post-secondary diploma in a business related field, or equivalent education and experience.
- Proficiency in Microsoft Office suite package.
- Working knowledge base of Amanda System (preferred), Mpower 2002 and FMW software applications.
- Demonstrate an aptitude for figures to consolidate various spreadsheets.
- Strong inter-personal skills both verbal and written.
- Effective public relations skills with sound judgment in prioritizing assignments, multi-tasking and organizing research deadlines.
- Cooperate well with others and demonstrate the ability to function effectively under significant time and workload demands.
- Excellent proofreading skills.
- Possess a high level of confidentiality and professionalism.

SALARY RANGE: \$23.93 - \$28.49 per hour

Qualified candidates may submit a detailed resume in confidence to the undersigned by 4:30 p.m., Friday, March 15, 2013. **Please quote Posting No. 201309 on your resume.**

Human Resources
 Town of Halton Hills
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Personal information is collected under the authority of the Municipal Act, 2001 (S.O. 2001, c.25) and will be used to select a candidate. Questions about this collection should be directed to the Manager of Human Resources.

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