



HAMILTON POLICE SERVICE

INFORMATION REPORT

TO:	Chair and Members Hamilton Police Service Board
BOARD MEETING DATE:	March 28 th , 2025
SUBJECT:	Agreed Backfill LTD– Building Maintenance Technician
REPORT NUMBER:	25-023
SUBMITTED BY:	Frank Bergen, Chief of Police
SIGNATURE:	

EXECUTIVE SUMMARY

- The Civilian Collective Agreement, article 14.1(b) requires the Hamilton Police Service to permanently backfill a position where a Member has been absent from work for twenty-four (24) months continuously with no expected return to work in the next ninety (90) days. Alternatively, if there has been a continuous absence less than that the parties may agree to permanently post. This is the current situation.
- There is currently one (1) full-time Building Maintenance Technician that meets these criteria. We do not anticipate the member being able to return to their role, nor are they fit to return in any capacity. The Member is currently being supported by both the HPS and HPA in their absence. Should the Member reach a point they could return it is likely it will be in an alternate job that complies with any restrictions and/or limitations.

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Full-time Building Maintenance Technicians are backfilled by part-time members on an as needed basis until such a time that a full-time replacement is appointed.

For the purposes of this report, the financial impact is calculated at the job rate for the Full-time Building Maintenance Technician at a level 6E, \$100,957 step 4 equals annually, inclusive of salary and benefits.

Historically, approved full-time replacements related to sick or WSIB have been funded through the department's overtime and part-time wage budgets.

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The cost to backfill absent employees via one (1) approved Building Maintenance Technician is approximately \$100,957 inclusive of compensation and benefits, and based on step 4 of the 6E pay grade.

Hiring full-time backfills reduces the pressures of overtime and use of part-time staff. In addition, savings are generated on the wages of those employees off work. Based on this, there is no impact to the overall operating budget.

Staffing: The Approved headcount for civilian Building Maintenance Technician will be increased by one (1) FTE.

Legal Implications: N/A

INFORMATION

When full-time Building Maintenance Technician is unavailable for their shift, their position is backfilled by part-time Members when required.

The Civilian Collective Agreement, article 14.1(b) requires the Hamilton Police Service to permanently backfill a position where a Member has been absent from work for twenty-four (24) months continuously with no expected return to work in the next ninety (90) days. Alternatively, if there has been a continuous absence less than that the parties may agree to permanently post. This is the current situation.

By filling these positions permanently, we will abide by the terms of the Collective Agreement, ensure full-time coverage year-round and avoid additional overtime costs.

ALTERNATIVES FOR CONSIDERATION

Not Applicable

APPENDICES AND SCHEDULES ATTACHED

Not Applicable

FB/R. Ballantyne

c: D. Ciardullo, Director, Fleet, Facilities and Procurement
D. Roberson, Acting Director, Finance
V. Campisi, HRIS Coordinator

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