




# HAMILTON POLICE SERVICE

## RECOMENDATION REPORT

<b>TO:</b>	Chair and Members Hamilton Police Service Board
<b>BOARD MEETING DATE:</b>	December 17, 2024
<b>SUBJECT:</b>	Civilian Backfill – Special Constable
<b>REPORT NUMBER:</b>	24-106
<b>SUBMITTED BY:</b>	Frank Bergen, Chief of Police
<b>SIGNATURE:</b>	

### RECOMMENDATION

That the approved headcount for the Civilian Special Constables be increased by 1 FTE

### EXECUTIVE SUMMARY

- The Civilian Collective Agreement, article 14.1(b) requires the Hamilton Police Service (HPS) 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 Special Constable that meets this criterion. 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 Hamilton Police Association 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 Special Constables are backfilled by part-time members until such a time that a full-time replacement is appointed.

For the purposes of this report, the annual financial cost to backfill a full-time, 8E Step 4 Special Constable is \$87,700, inclusive of salary and benefits, based on 2023 Collective Agreement rates.

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**Mission:** To serve and protect in partnership with our communities.

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Staffing: The approved headcount for Civilian Special Constables will be increased by one (1) FTE.

Legal Implications: N/A

### **INFORMATION**

By filling this position permanently, the Service will abide by the terms of the Collective Agreement, ensure full-time coverage year-round and seek to minimize additional part-time and overtime costs related to this position.

### **ALTERNATIVES FOR CONSIDERATION**

Not Applicable.

### **APPENDICES AND SCHEDULES ATTACHED**

Not Applicable.

FB/S.Stark

c: Duncan Robertson, Acting Director – Finance  
Vince Campisi, HRIS Coordinator

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