

**Report to / Rapport au:**

**OTTAWA POLICE SERVICES BOARD  
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA**

**24 April 2023 / 24 avril 2023**

**Submitted by / Soumis par:**

**Chief of Police, Ottawa Police Service / Chef de police, Service de police d'Ottawa  
Contact Person / Personne ressource:**

**Deputy Chief Steve Bell, Chief Administrative Officer  
BellS@ottawapolice.ca**

**SUBJECT: APPOINTMENT OF SPECIAL CONSTABLES: OTTAWA POLICE  
SERVICE**

**OBJET: NOMINATIONS D'AGENT SPÉCIALE : SERVICE DE POLICE  
D'OTTAWA**

**REPORT RECOMMENDATIONS**

**That the Ottawa Police Services Board approve the appointment of Ottawa Police Service employees listed in Document 1 as Special Constables pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the Approval of Appointment Forms which will follow.**

**RECOMMANDATIONS DU RAPPORT**

**Que la Commission de services policiers d'Ottawa approuve la nomination des employés du Service de police d'Ottawa, figurant au Document 1, comme agents spéciaux, en vertu de l'article 53 de la *Loi sur les services policiers*, conformément aux modalités présentées au sein des formulaires d'approbation de la nomination qui suivront.**

**BACKGROUND**

As required in Section 53 of the Police Services Act (PSA), the Ottawa Police Services Board (Board) appoints Ottawa Police Service (OPS) employees, hired as Special Constables, and assigned to the Central Cellblock, Prison Care Unit, Court Security Section and Document Service Team. Following the appointment of the below named

members, the OPS will have 70 appointed Special Constables within the Central Cellblock, Prison Care Unit, Court Security Section, and Document Service Team.

These appointments ensure that these employees can carry out their assigned duties as Special Constables.

These individuals will work as Special Constables, upon approval by the Ministry of the Solicitor General (Ministry), for a five-year period or until the appointees are no longer employed by the OPS.

Upon the termination of employment, the OPS will advise the Ministry to terminate the appointments.

## **DISCUSSION**

Approval will be obtained from the Ministry for the appointment of these OPS employees as Special Constable, following completion of their training on May 4, 2023. At that time, the OPS will provide the appointment forms for the Board Chair's signature.

## **FINANCIAL IMPLICATIONS**

There are no financial implications involved in appointing members as Special Constables.

## **SUPPORTING DOCUMENTATION**

Document 1: Appointment of Special Constables: Ottawa Police Service

Document 2: Approval of Appointment as Special Constables to follow

## **CONCLUSION**

The appointment of Special Constable status is required for OPS employees working in our Central Cellblock, Prison Care Unit, Court Security Section, and Document Service Team to undertake the full duties and responsibilities assigned to them as Special Constables with the OPS.

## **Document 1: Appointment of Special Constables: Ottawa Police Service**

### **Names of Employees**

1. Steven Shawn BELL
2. Alexander DESOUZA
3. Sean Luke ROGERS