

**Report to / Rapport au:**

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

**29 May 2023 / 29 mai 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 Steven Bell, Chief Administrative Officer**

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**SUBJECT: APPOINTMENT AND RE-APPOINTMENT OF SPECIAL CONSTABLES:  
OTTAWA POLICE SERVICE**

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

**REPORT RECOMMENDATIONS**

**That the Ottawa Police Services Board approve the appointment of Ottawa Police Service employee listed in Document 1 and the re-appointment of Ottawa Police Service employees in Document 2, as Special Constables pursuant to Section 53 of the Police Services Act, in accordance with the terms and conditions set forth in the attached Approval of Appointment Forms.**

**RECOMMANDATIONS DU RAPPORT**

**Que la Commission de services policiers d'Ottawa approuve la nomination de l'employé du Service de police d'Ottawa, figurant au Document 1, et le renouvellement de nomination des employés du Service de police d'Ottawa, figurant au Document 2, comme agent 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 ci-joints.**

**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 71 appointed Special Constables within the Central Cellblock, Prison Care Unit, Court Security Section, and Document Service Team. These members are utilized to ensure that operational staffing needs are met.

Members 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.

These appointments ensure that these employees can carry out their assigned duties as Special Constables. Upon the termination of employment, the OPS will advise the Ministry to terminate the appointments.

**DISCUSSION**

Approval has been obtained from the Ministry for the appointment and re-appointment of these OPS employees as Special Constable.

**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: Re-Appointment of Special Constables: Ottawa Police Service

Document 3: Approval of Appointment as Special Constables

**CONCLUSION**

The appointment of Special Constable status is required for OPS employees working in the 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**

Name of Employee

1. Ernest Mark LONGPRE

**Document 2: Re-Appointment of Special Constables: Ottawa Police Service**

Names of Employees

1. Jordan MAHUSKY
2. Connor MCGAHEY