

**Report to / Rapport au:**

**OTTAWA POLICE SERVICE BOARD  
LA COMMISSION DE SERVICE DE POLICE D'OTTAWA**

**28 October 2024 / 28 octobre 2024**

**Submitted by / Soumis par:**

**Acting Executive Director, Ottawa Police Service Board / Directeur exécutif par  
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**SUBJECT: POLICY ON THE APPOINTMENT OF POLICE OFFICERS**

**OBJET: POLITIQUE CONCERNANT LA NOMINATION D'AGENTS DE POLICE  
REPORT RECOMMENDATIONS**

**That the Ottawa Police Service Board approve the policy attached with this  
report.**

**RECOMMANDATIONS DU RAPPORT**

**Que la Commission de service de police d'Ottawa approuve la politique jointe au  
présent rapport.**

**BACKGROUND**

The *Community Safety and Policing Act, 2019* (CSPA), which came into effect on April 1, 2024, replaces the *Police Services Act* and introduces a modernized approach to policing in Ontario. Among its provisions, the CSPA outlines the responsibilities of police service boards, including the duty to appoint police officers, as set out in section 37(1)(c).

The CSPA establishes specific criteria that candidates must meet, including citizenship, age, fitness, character, education, and training. It also requires the Board to issue a Certificate of Appointment to each officer upon their appointment.

## **DISCUSSION**

The proposed policy on the Appointment of Police Officers reflects statutory requirements by confirming that all appointments will be made by the Board.

The policy would require the Chief of Police to submit reports confirming candidates' compliance with the CSPA's eligibility criteria and training requirements. The policy also clarifies that the authority to appoint police officers cannot be delegated unless a future regulation authorizes such delegation.

The Ministry of the Solicitor General (SOLGEN) is considering a new regulation that would permit delegation of the appointment authority to the Chief of Police or a board employee who is not under the direction of the Chief of Police. If enacted, this regulation may also require boards to publish the names of individuals appointed under delegated authority. Until such a regulation is issued, police officers may only be appointed by resolution of the Board or by a committee to which this authority has been delegated.

Section 42(1)(a) of the CSPA would authorize the Board to delegate, by by-law, the authority to appoint police officers to a committee. However, since committee meetings are held less frequently than the Board's monthly meetings, delegating this authority to a committee could create delays in the appointment process. Approving appointments directly at regular Board meetings would ensure a timeline that aligns more effectively with badge ceremonies, during which new officers are sworn in, along their appointments to take effect without unnecessary delays.

Should a new regulation authorize the delegation of appointment authority to the Chief of Police or a Board employee, the Board should review this policy to determine whether such delegation would enhance efficiency. While delegation may streamline the appointment process and better align it with recruitment timelines, it would be require careful consideration to ensure appropriate oversight and accountability are maintained.

## **CONSULTATION**

This policy was developed in consultation with the Ottawa Police Service and the Board solicitor to ensure feasibility and compliance with the CSPA and its regulations. No additional public consultation was required.

## **FINANCIAL IMPLICATIONS**

N/A

## **SUPPORTING DOCUMENTATION**

Document 1: Board Policy CR-X Appointment of Police Officers

**CONCLUSION**

The Board is being asked to approve the Policy CR-X Appointment of Police Officers.