

Report to / Rapport au:

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

22 May 2025 / 22 mai 2025

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 / Agent Administratif
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**SUBJECT: APPOINTMENT OF SPECIAL CONSTABLES – CARLETON
UNIVERSITY**

OBJET: NOMINATION DES AGENTS SPÉCIAUX – CARLETON UNIVERSITY

REPORT RECOMMENDATIONS

That the Ottawa Police Service Board approve the appointment of three (3) Carleton University (Campus Safety Services) employees listed in Appendix 3 as Special Constables for Carleton University pursuant to Section 92 of the Community Safety and Policing Act (CSPA).

RECOMMANDATIONS DU RAPPORT

Que la Commission de service de police d'Ottawa approuve la nomination de trois (3) employés de l'Université Carleton (Services de sécurité sur le campus) énumérés à l'annexe 2 à titre d'agents spéciaux pour l'Université Carleton, conformément à l'article 92 de la Loi sur la sécurité communautaire et les services policiers (LCSP).

BACKGROUND

Section 92 of the Community Safety and Policing Act (CSPA) allows the Ottawa Police Service Board (Board) to appoint Carleton University (Campus Safety Services) employees as Special Constables when Special Constable authorities are required to carry out their duties. Carleton University is authorized to employ Special Constables under the CSPA, effective November 26th, 2024 (please refer to supporting

documentation – Appendix 2). The three (3) appointees will be employed by Carleton University (Campus Safety Services).

The appointments provide these members the authorities they require to carry out their assigned duties as Special Constables for Carleton University (Campus Safety Services), to include police officer powers as contained in Section 39 and Section 42 of the “Agreement Regarding Special Constables” between the Board, Carleton University, and the Ottawa Police Service (OPS) dated October 18th, 2024. The appointment does not permit the carriage of a firearm.

In accordance with CSPA Ontario Regulation 396/23 and as agreed between the Board, Carleton University, and the Ottawa Police Service in the “Agreement Regarding Special Constables,” Carleton University Special Constables are permitted to possess and use the following use of force weapons in relation to their duties:

- A baton, handcuffs, and oleoresin capsicum spray/foam.

These individuals will work as Special Constables for a five-year period, until the appointees are no longer employed by Carleton University (Campus Safety Services), or until they cease to perform the duties outlined above.

Upon termination of employment, Carleton University (Campus Safety Services) will advise the Board of the conclusion of the appointment.

The employees named below have met the training and appointment requirements as stipulated under the CSPA Ontario (Regulation 87/24 and Section 92).

In accordance with CSPA Ontario Regulation 396/23, and as agreed between the Board, Carleton University, and the Ottawa Police Service in the “Agreement Regarding Special Constables,” Carleton University Special Constables have peace officer and/or police powers on or in-relation to the properties, facilities, and assets under the control of Carleton University under the following legislation:

Cannabis Control Act;

Courts of Justice Act;

Liquor Licence and Control Act, 2019;

Mental Health Act;

Provincial Offences Act;

Safe Streets Act, 1999;

Smoke-Free Ontario Act;

Trespass to Property Act;

Youth Criminal Justice Act (Canada);

Courts of Justice Act;

Criminal Code, R.S.C. 1985, c. C-46, sections 129, 130, 139, 140, 145(1), 145(3), 145(2), 145(5), 145, 173, 175, 180(1), 248, 264.1, 266, 267(a), 270, 334(a)(b), 354(1), 362(2)(b), 368, 372 (1), 372(3), 380(1)(b), 393(3), 403, 430(4), 430(3), 437, 733.1, 811, 495;

Controlled Drugs and Substances Act, S.C. 1996, c.19, sections 4(3), 4(4), 4(5), 4(6); and 5(1), and the Child, Youth and Family Services Act, 2017, S.O. 2017, c.14, Sched. 1, as amended, sections 83(4), 136(5), 172(1)(2).

DISCUSSION

The special constable appointment application forms have been provided to the Board for the Chair's signature.

CONSULTATION

Brian Billings, Executive Director – Campus Safety Services at Carleton University has been consulted with respect to the appointment of these applications for Special Constables at Carleton University and has provided the required supporting documentation from the employer (Carleton University) for these special constable appointments.

SUPPORTING DOCUMENTATION

Appendix 1: Agreement Regarding Special Constables Between the Ottawa Police Service Board and Carleton University and the Ottawa Police Service allowing for the appointment of Special Constables for Carleton University (Campus Safety Services).

Appendix 2: Letter from the Honourable Michael Kerzner, Solicitor General – Authorized Special Constable Employer (Carleton University).

Appendix 3: Appointment of Special Constables – Carleton University (Campus Safety Services).

FINANCIAL IMPLICATIONS

There are no financial implications of appointing the three (3) Carleton University Special Constable applicants named/listed below.

CONCLUSION

The appointment of these Special Constables is essential for enabling Campus Safety Services personnel to effectively fulfill their responsibilities and contribute to a safe and secure environment at Carleton University.

Appendix 1: Agreement Regarding Special Constables Between the Ottawa Police Service Board and Carleton University and the Ottawa Police Service allowing for the appointment of Special Constables for Carleton University (Campus Safety Services).

Appendix 2: Letter from the Honourable Michael Kerzner, Solicitor General – Authorized Special Constable Employer (Carleton University).

Appendix 3: Appointment of Special Constables – Carleton University (Campus Safety Services).

Name of Employee – Initial Appointment:

- (1) Alison Forster, Special Constable.
- (2) Maxwell McLeod, Special Constable.
- (3) Hans-David Ouimet, Special Constable.