



OC Transpo Special Constable Unit Annual Report: 2024

To: Ottawa Police Service and Ottawa Police Service Board
Published: 27 October 2025



Summary:

The City of Ottawa's Transit Services Department, as an authorized Special Constable Employer, has various duties and responsibilities in reporting information under the Community Safety and Policing Act (CSPA). The CSPA, enacted on April 1, 2024, provides a more rigorous and comprehensive reporting framework than under the Police Service Act.

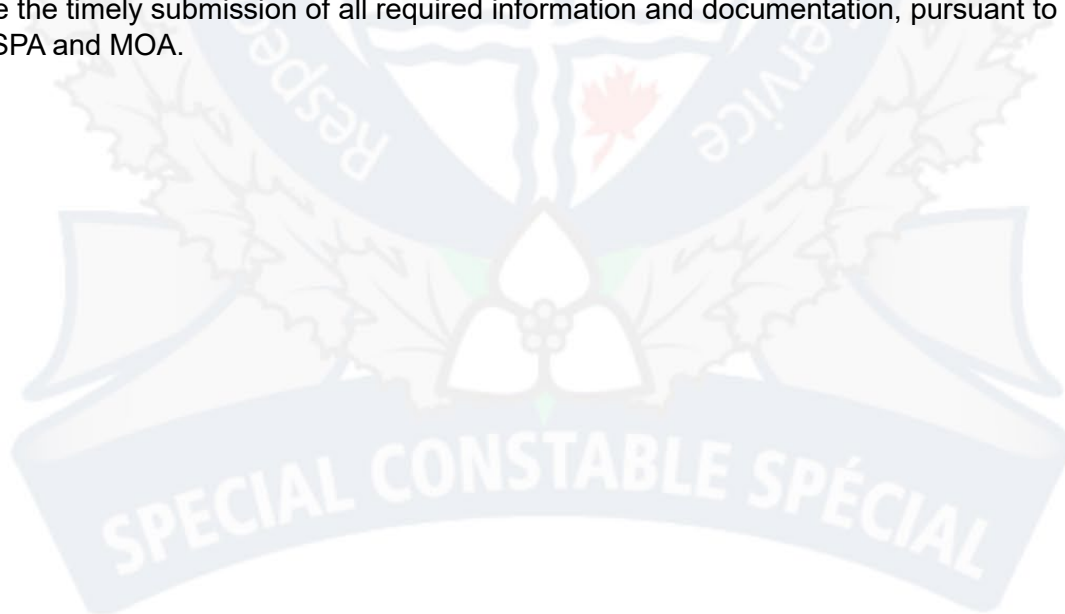
Further, the Transit Services Department is signatory to the Memorandum of Agreement (MOA) between the Ottawa Police Service Board and the Ottawa Police Service, which dictates further reporting requirements of the OC Transpo Special Constables Unit (SCU).

Over the last year, a substantial amount of work has been completed to adapt to the new CSPA, including an internal regulatory review of both the CSPA and MOA requirements.

This annual report has been prepared by the Special Constable Employer within the City of Ottawa's Transit Services Department to meet the requirements of the MOA. As noted within section 82:

"The Special Constable Employer shall provide to the Board and the Chief an annual report with statistical information including but not limited to information regarding enforcement activities, training, supervision, complaints, use of force and other issues of concern and such further categories of relevant information as may be requested by the Board or Chief from time to time."

Moving forwards, this report will be brought to the Police Board and the Chief of Police during the normal board meetings held in June. The Transit Services Department and the Special Constable Unit have been working hard to develop standardized processes to ensure the requirements of both the CSPA and MOA are fulfilled in a timely manner. The continued collaboration between the Transit Services Department, SCU, and the Ottawa Police will help to ensure the timely submission of all required information and documentation, pursuant to both the CSPA and MOA.





Chief Special Constable's Message

Message from the OC Transpo Special Constable Unit Chief Special Constable, Peter Scislowski

I'm pleased to present the 2024 Special Constable Unit Annual Report.

2024 proved to be an exceptional year for not only the Special Constables employed by OC Transpo, but all Special Constables in the Province through the introduction of the Community Safety and Policing Act.

Through the Ontario-Ottawa Agreement our unit was able to work collaboratively with the Minister of the Solicitor General through funding received specifically designated to bolster Special Constable staffing, improve training and equipment, and increase visibility of our Special Constables across the entire transit system. This funding has allowed us to reimagine how our Special Constables are deployed, trained, and further strengthened community partnerships.

This report highlights the exceptional professionalism and dedication our Special Constables have shown in providing safe and reliable transit service to the City of Ottawa.

Some highlights of our progress include:

- The hiring of 19 Special Constables, 3 Communications Officers, 2 Superintendents, and 1 Senior Project Manager.
- A transition to manage all training internally with the introduction of Ontario Police College trained Special Constable Use of Force trainers.
- Preparations for the launch of O-Train Lines 2 and 4.
- The lease of a reporting office at the Ottawa International Airport.

In 2024, Staff saw a positive decrease in almost all the key performance indicators monitored on a routine basis. As demonstrated below, improvements made in 2024 had a significant and quantifiable impact on public safety across the entire transit system:

- Total calls for service decreased by 1.69 per cent from 2023, with a total of 19,858 received in 2024.
- Occurrences related to crimes against people decreased by 13.45 per cent from 2023, with a total of 444 occurrences recorded in 2024.
- Occurrences relate to property crimes decreased by 22.51 per cent from 2023, with a total of 740 occurrences recorded in 2024.
- Occurrences related to drug offences decreased by 39.9 per cent from 2023, with a total of 250 occurrences recorded in 2024.
- Occurrences related to the Mental Health Act decreased by 21.98 per cent from 2023, with a total of 71 occurrences recorded in 2024.

Occurrence Data

The following data was developed using the SCU record management system, NicheRMS© and compiled into a singular Microsoft PowerBi dashboard, which was then exported to PDF. All data presented is for 2024. Quarterly and annual updates will be provided pursuant to the CSPA and the MOA.



Occurrences Overview

Total YTD Occurrences

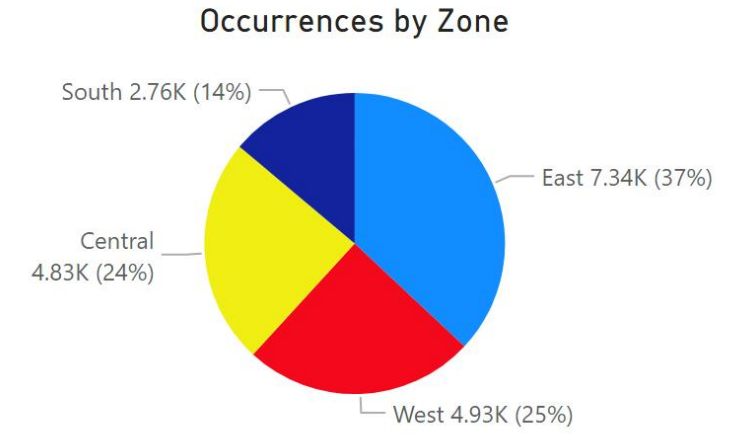
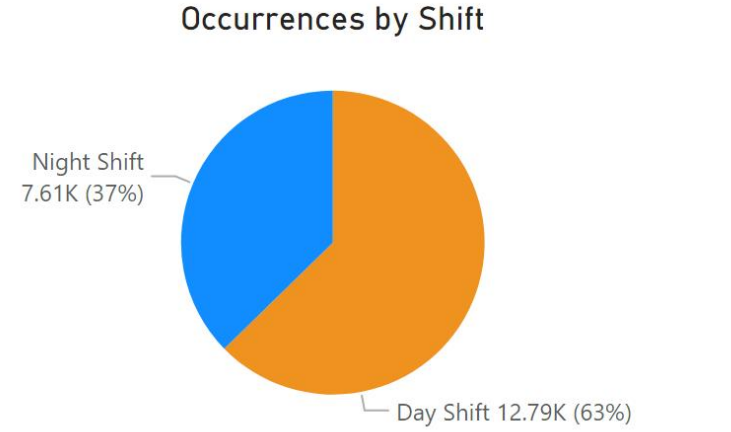
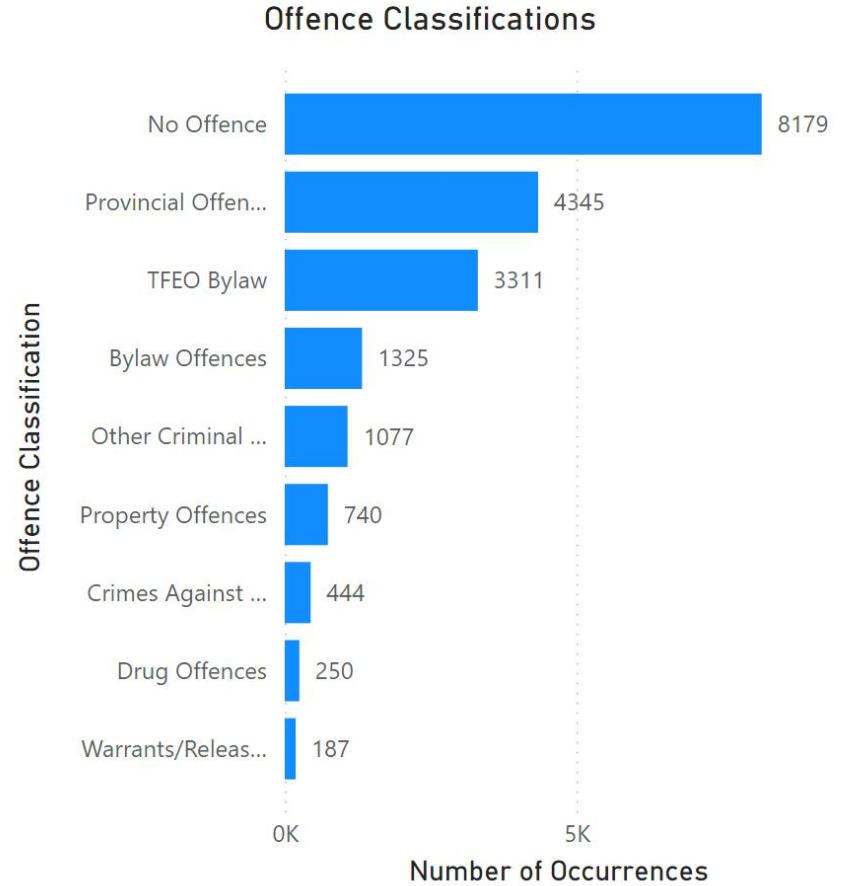
20393

Change from last year

0.96%

Offence Classification	Current YTD	Previous Year
Bylaw Offences	1325	2006
Crimes Against Persons	444	513
Drug Offences	250	416
No Offence	8179	10786
Other Criminal Code Offences	1077	1296
Property Offences	740	955
Provincial Offences	4345	3011
TFEO Bylaw	3311	990
Warrants/Release Violations	187	226
Total	19858	20199

**Please note at the time of the record pull 535 records could not be classified based on the information available.*

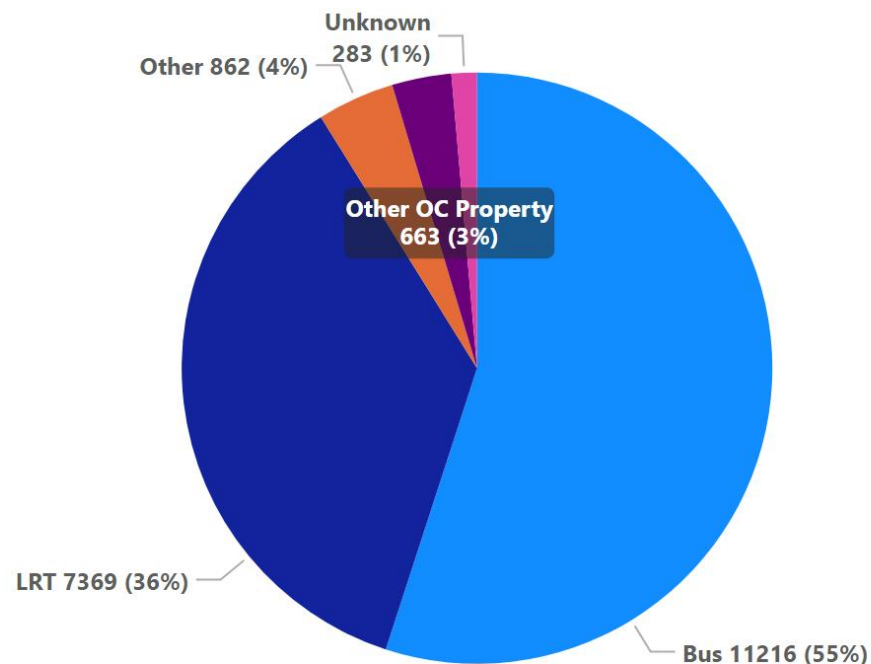




Occurrence Locations Overview

To provide meaningful analysis of SCU occurrence location data within the framework of a multi-modal public transit system, each occurrence location is categorized in relevant terms, such as "Bus," "LRT," "Other OC Property," "Other," or "Unknown."

Occurrence Location Types



Bus: Refers to all locations related to bus-service. These locations refer to a bus, bus station, bus stop, bus shelter, etc.

LRT: Refers to all locations related to LRT-service. These locations refer to a train, LRT Station, LRT station bathroom, LRT station concourse, etc.

Other OC Property: Refers to non-revenue OC Transpo-owned/operated properties, or properties that do not provide service, such as a garages, administration buildings, Pass Officers, etc.

Other: Refers to locations that are not OC Transpo-owned/operated properties, such as street corner, store parking lot, school, etc.

Unknown: The location data was not available or was incomplete.

**Park and Rides:* if the occurrence took place at a park and ride bus stop, the occurrence is service related and coded as "Bus." If the occurrence took place in the parking lot, it is coded as "Other OC Property."

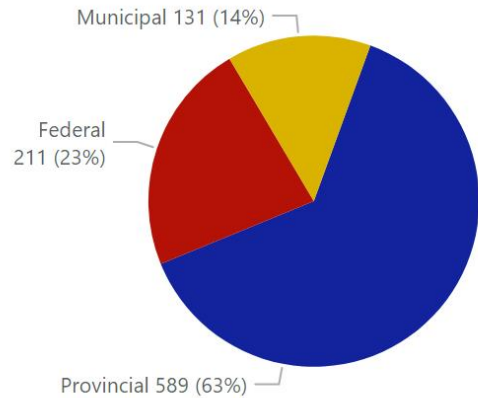


Charge Analysis

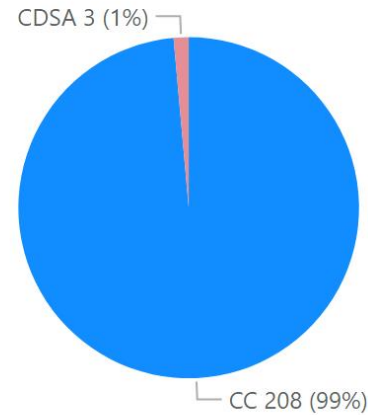
Offence Classification	Count
Bylaw Offences	68
Crimes Against Persons	55
Drug Offences	25
No Offence	12
Other Criminal Code Offences	30
Property Offences	62
Provincial Offences	480
TFEO Bylaw	2924
Warrants/Release Violations	37
Total	3693

Charges by Legislation

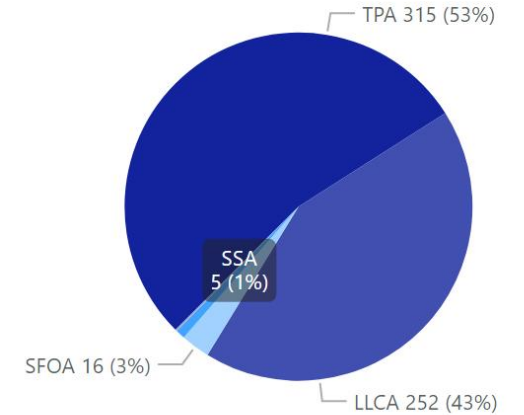
*Excluding TPBL-Fare charges



Federal Charges by Statute

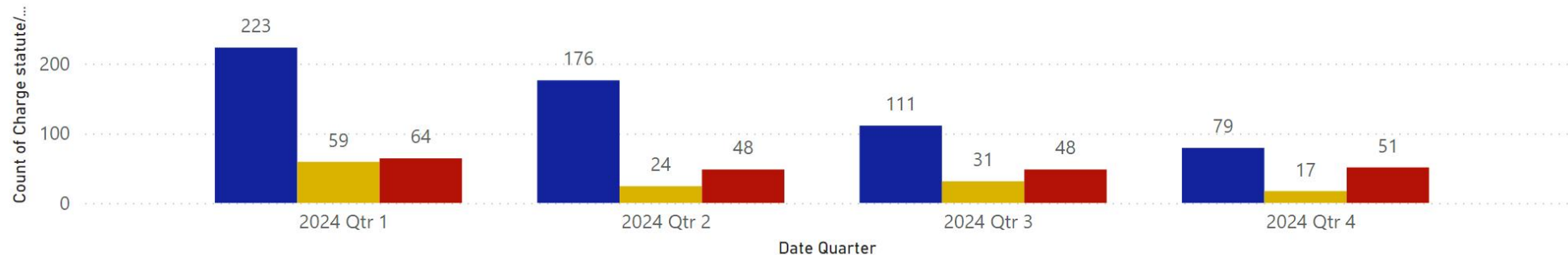


Provincial Charges by statute



Count of Charge statute/section/description by Year, Quarter and Legislation

Legislation ● Provincial ● Municipal ● Federal



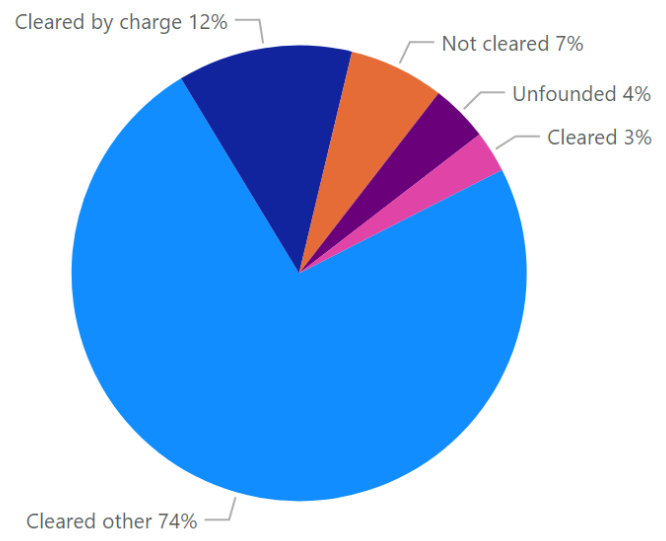
CC: Criminal Code of Canada
CDSA: Controlled Drugs and Substances Act
LLCA: Liquor Licence Control Act
POA: Provincial Offences Act
SSA: Safe Streets Act
SFOA: Smoke-Free Ontario Act
TPA: Trespass to Property Act
TPBL: Transit Public Bylaw
TPBL-Fare: Transit Public Bylaw, fare related offences, issued by Transit Fare Enforcement Officers (TFFOs)



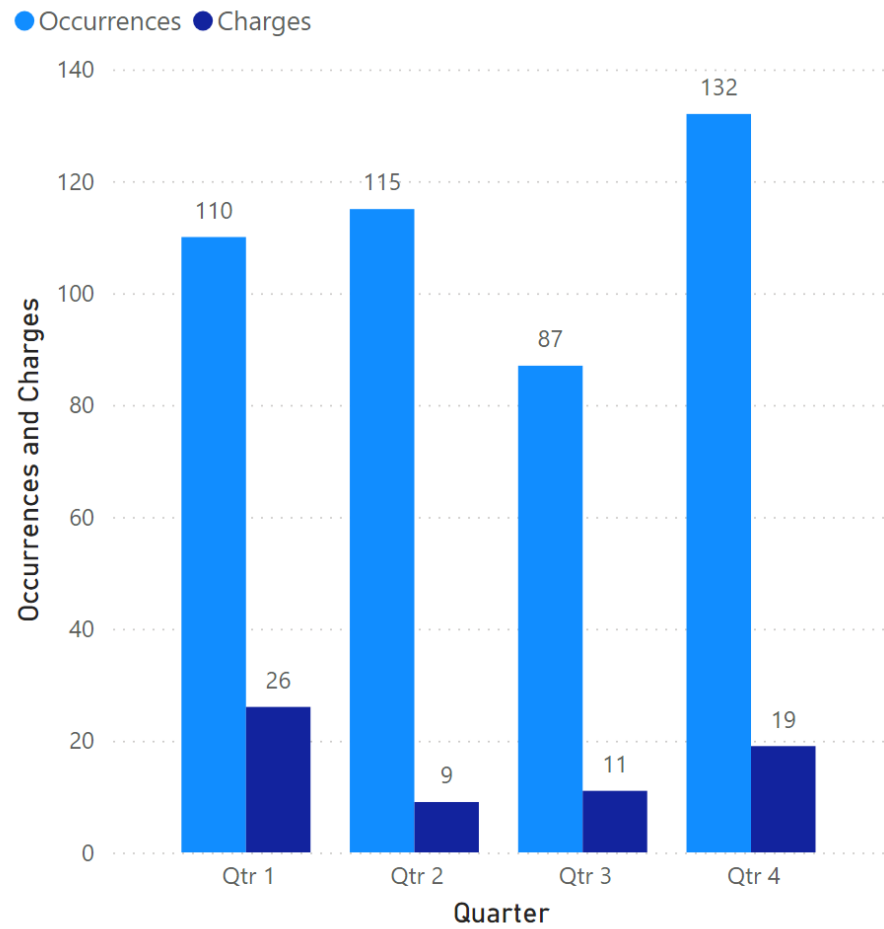
Crimes Against Persons Offences

Total YTD Occurrences 444	Change from last year -13.45%	Occurrence Clearance percent 92.94%	Cleared by charge 12.94%	Change from last quarter 51.72%
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Occurrence Status



Occurrences and Charges by Quarter

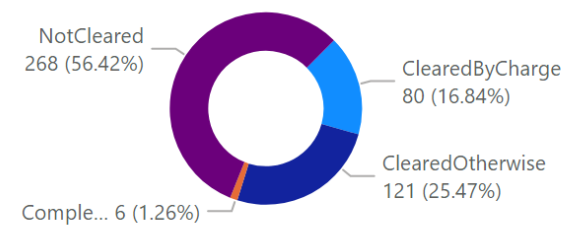


Top 10 Violation Types

Violation Description	Count
Assault - Level 1	195
Utter Threats to Person	64
Utter Threats-Master code	29
Assault With Weapon or Causing Bodily Harm - Level 2	25
Assault Peace Officer	23
Sexual Assault	23
OCT - Passenger Assault	18
OCT - Transit Operator Assault, as per CC 269.01	16
Intimate Partner Violence	12
Criminal Harassment	11
OCT - Bus Operator Threatened	11

Category	Description	Count
Cleared other	Insufficient evidence to proceed	172
Cleared other	Clr other: Incident cleared by other muni/prov/fed agency	64
Cleared other	Victim/complainant declines to proceed (no CSC identified)	59
Cleared other	Clr other: Departmental discretion	15
Cleared other	Clr other: CSC identified - vic/comp request no further action	13
Cleared other	Clr other: Incident cleared by a lesser statute	4
Total		327

UCR Clearence

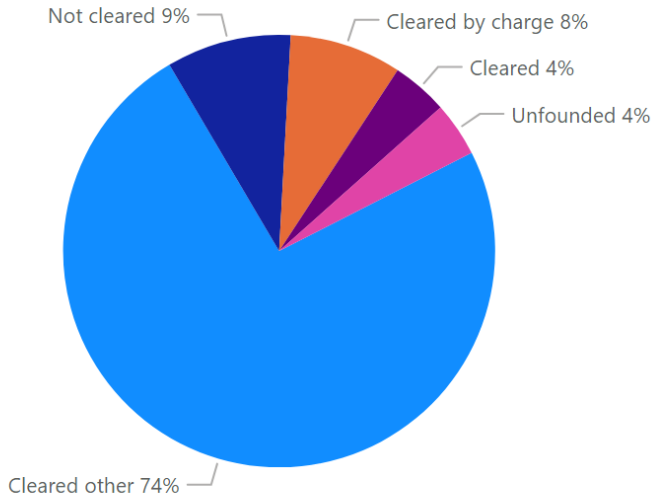




Property Offences

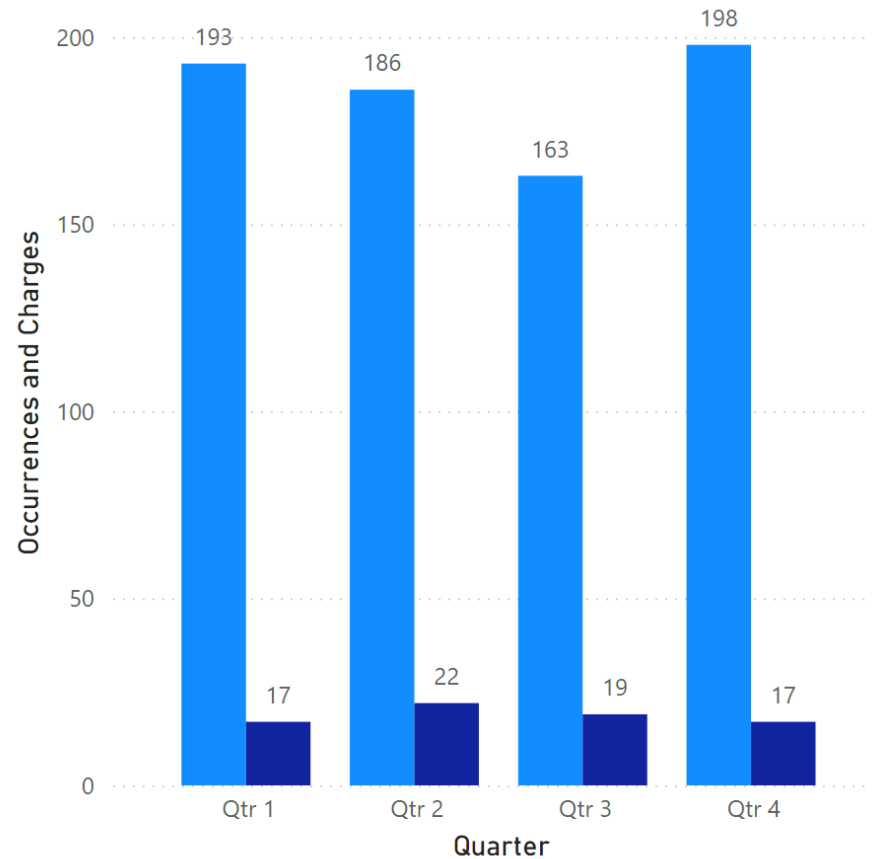
Total YTD Occurrences	Change from last year	Occurrence Clearance percent	Cleared by charge	Change from last quarter
740	-22.51%	90.27%	8.74%	21.47%

Occurrence Status



Occurrences and Charges by Quarter

● Occurrences ● Charges

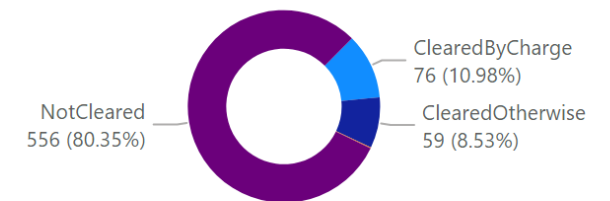


Top 10 Violation Types

Violation Description	Count
Mischief	375
Mischief Graffiti - Non-Gang Related	115
Theft Under \$5,000 - Master Code	55
Theft Under \$5,000 - Bicycles	45
Mischief - Interfere with lawful use, enjoyment of property	22
Theft Under \$5,000 - Other Theft	19
Theft Under \$5,000 - Persons	13
Possession of Stolen Goods under \$5,000	10
Fraud - Transportation	7
Willful act/omission likely to cause mischief	7

Category	Description	Count
Cleared other	Clr other: CSC identified - vic/comp request no further action	2
Cleared other	Clr other: CSC involved in other incidents	1
Cleared other	Clr other: CSC under 12 years of age	1
Cleared other	Clr other: Departmental discretion	15
Cleared other	Clr other: Incident cleared by other muni/prov/fed agency	25
Cleared other	Insufficient evidence to proceed	474
Cleared other	Victim/complainant declines to proceed (no CSC identified)	29
Total		547

UCR Clearence

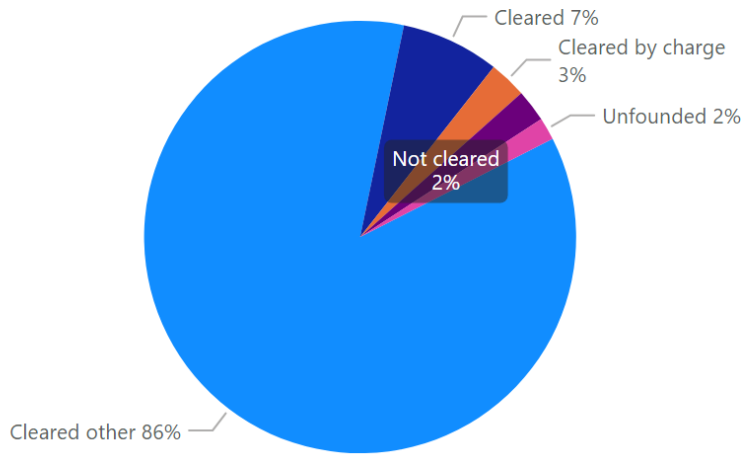


Other Criminal Code of Canada Offences



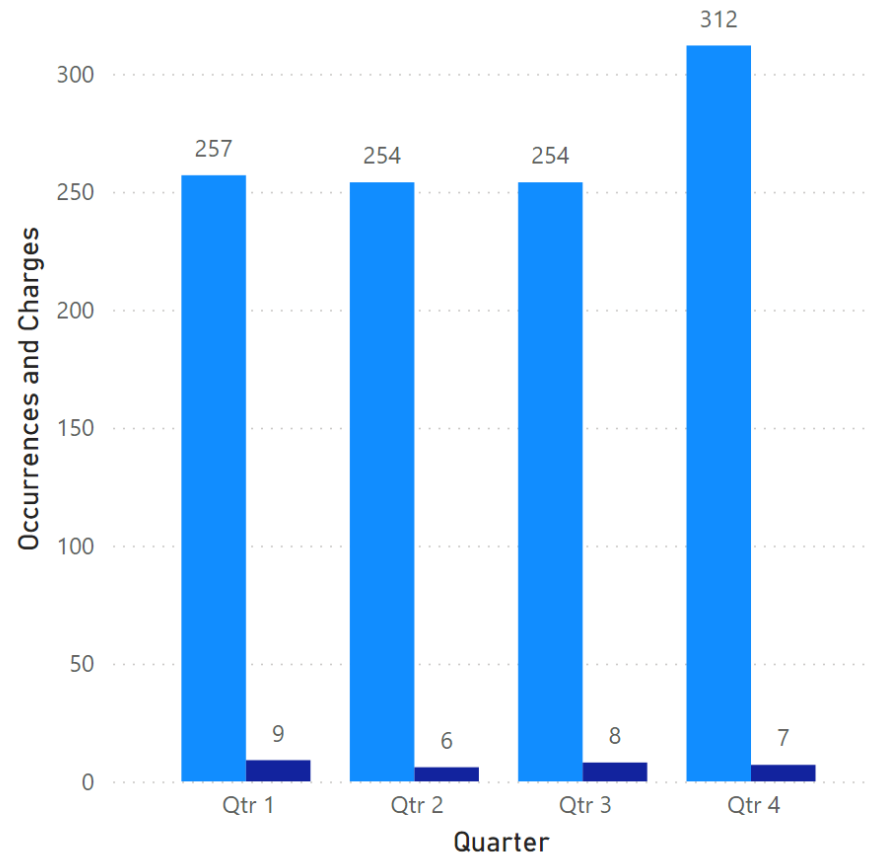
Total YTD Occurrences	Change from last year	Occurrence Clearance percent	Cleared by charge	Change from last quarter
1077	-16.90%	97.54%	2.84%	22.83%

Occurrence Status



Occurrences and Charges by Quarter

● Occurrences ● Charges

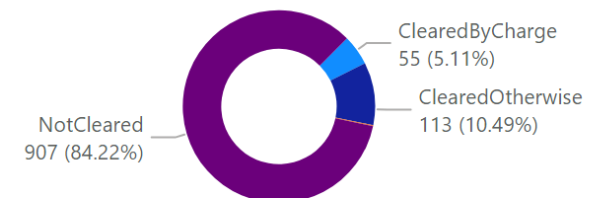


Top 10 Violation Types

Violation Description	Count
Disturb the Peace	952
Indecent acts - Master Code	24
Possession of Weapons	21
Offensive Weapons - Possession of Weapons	13
Indecent acts - Other	12
Obstruct Public Peace Officer	12
Hate or Bias Motivated Incident - Non Criminal	6
Trespass at Night	6
Public Mischief - mislead peace officer	5
Offensive Weapons - Carry concealed	4

Category	Description	Count
Cleared other	Clr other: CSC committed to a mental health facility	1
Cleared other	Clr other: CSC identified - vic/comp request no further action	3
Cleared other	Clr other: Departmental discretion	51
Cleared other	Clr other: Incident cleared by other muni/prov/fed agency	27
Cleared other	Insufficient evidence to proceed	822
Cleared other	Victim/complainant declines to proceed (no CSC identified)	17
Total		921

UCR Clearance

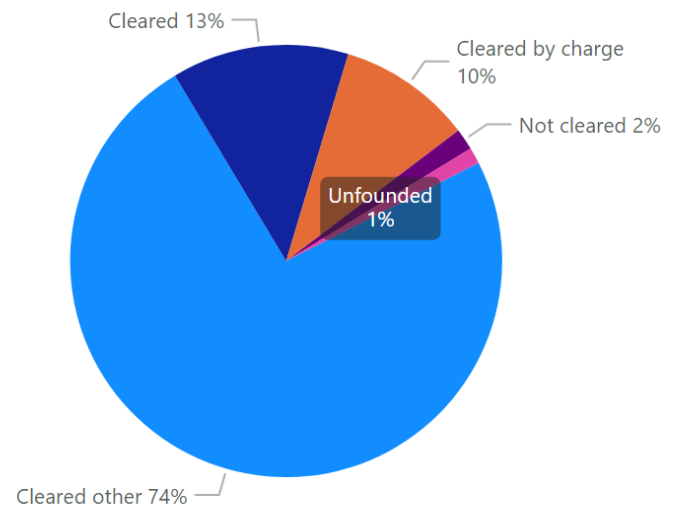




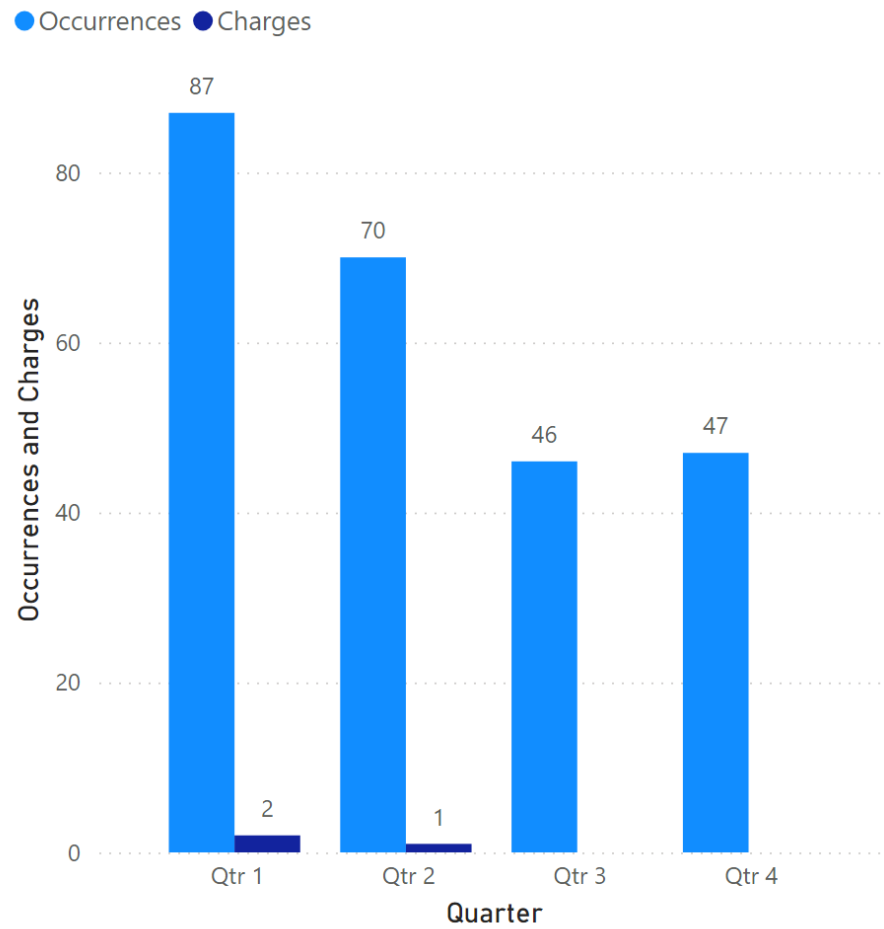
Drug Offences

Total YTD Occurrences	Change from last year	Occurrence Clearance percent	Cleared by charge	Change from last quarter
250	-39.90%	98.37%	10.16%	2.17%

Occurrence Status



Occurrences and Charges by Quarter

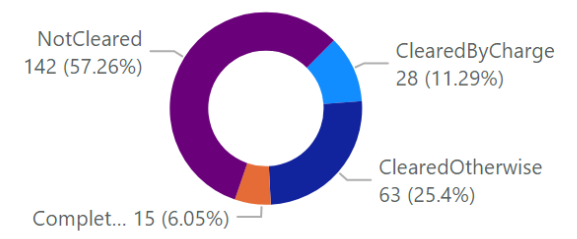


Top 10 Violation Types

Violation Description	Count
Possession - Other Controlled Drugs and Substances Act	165
DRUG related occurrence	41
Possession-Opioid (other than heroin)	14
Possession - Cocaine	6
Possession - Methamphetamine (Crystal Meth)	5
Possession - Heroin	1
Possession - Methylendioxyamphetamine (Ecstasy)	1
Solvent Abuse - aerosol	1
Trafficking - Opioid (other than heroin)	1
Under 19 - Possess/consume/cultivate/distribute/propagate/harvest cannabis	1

Category	Description	Count
Cleared other	Clr other: Departmental discretion	30
Cleared other	Clr other: Incident cleared by a lesser statute	4
Cleared other	Clr other: Incident cleared by other muni/prov/fed agency	7
Cleared other	Insufficient evidence to proceed	142
Cleared other	Victim/complainant declines to proceed (no CSC identified)	1
Total		184

UCR Clearence

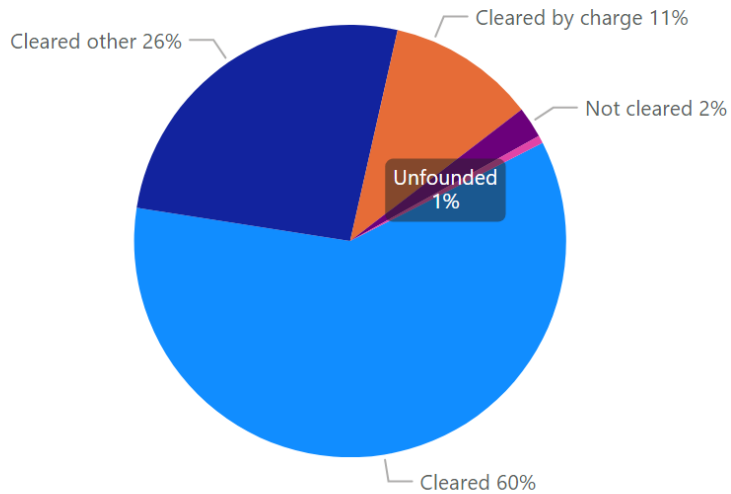




Provincial Offences

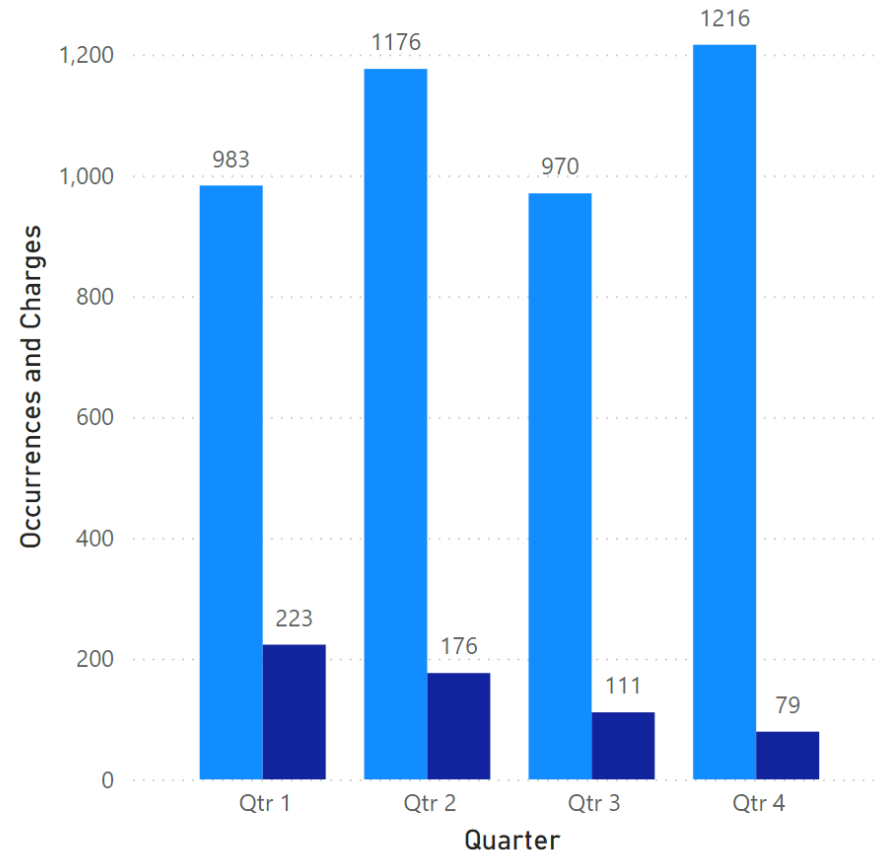
Total YTD Occurrences	Change from last year	Occurrence Clearance percent	Cleared by charge	Change from last quarter
4345	44.30%	97.66%	11.13%	25.36%

Occurrence Status



Occurrences and Charges by Quarter

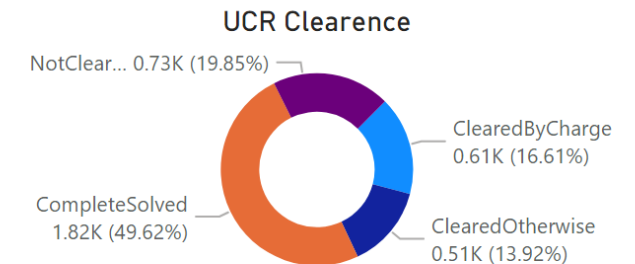
● Occurrences ● Charges



Top 10 Violation Types

Violation Description	Count
Trespass To Property Act	2,589
Liquor Licence and Control Act, 2019 - Having	385
Liquor Licence and Control Act, 2019 - Intoxicated	157
Safe Streets Act	97
Traffic Complaint - HTA	67
Liquor Licence and Control Act, 2019 - Master	53
Traffic Complaint - Non HTA (ORVA,MSVA, CAIA)	48
Other Provincial Acts	45
Smoke-Free Ontario Act	36
Traffic Complaint - Other HTA	29

Category	Description	Count
Cleared other	Clr other: Death of witness/complainant	1
Cleared other	Clr other: Departmental discretion	363
Cleared other	Clr other: Incident cleared by a lesser statute	17
Cleared other	Clr other: Incident cleared by other muni/prov/fed agency	47
Cleared other	Clr other: Reason beyond control of department (policy)	8
Cleared other	Insufficient evidence to proceed	689
Cleared other	Victim/complainant declines to proceed (no CSC identified)	6
Total		1131

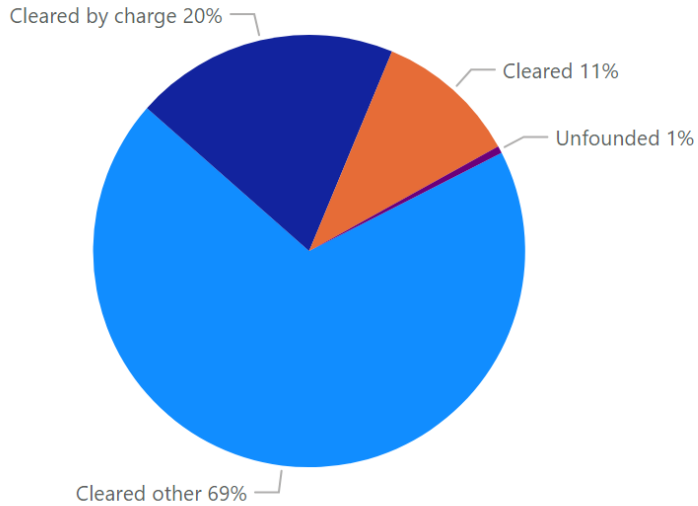




Warrants/Release Violations

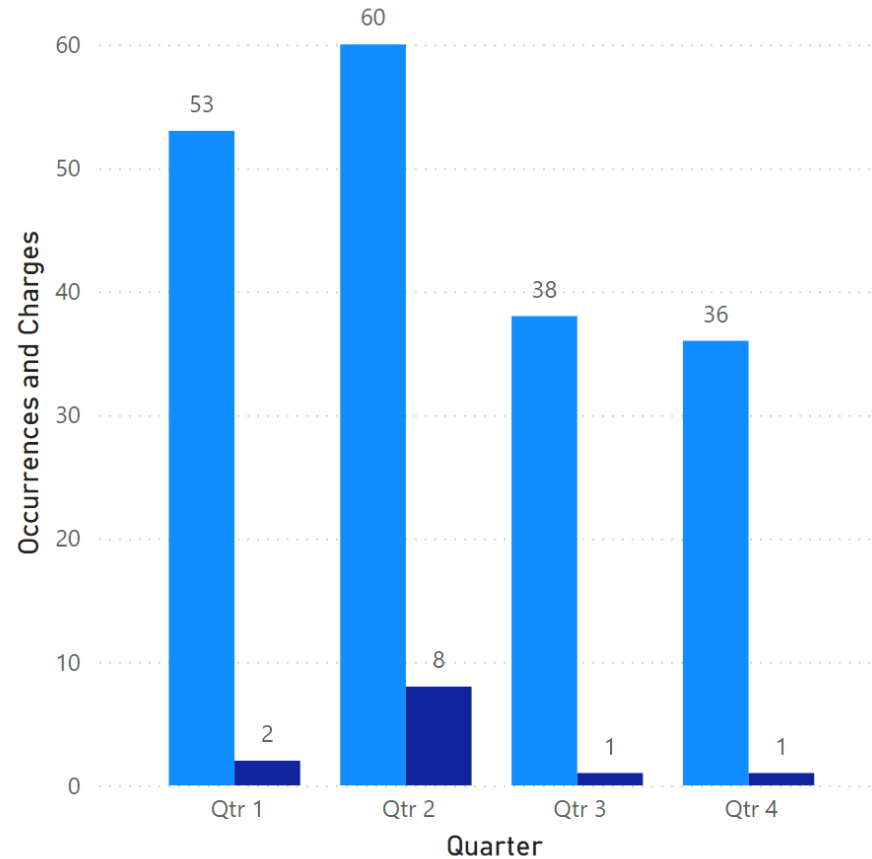
Total YTD Occurrences	Change from last year	Occurrence Clearance percent	Cleared by charge	Change from last quarter
187	-17.26%	100.00%	19.89%	-5.26%

Occurrence Status



Occurrences and Charges by Quarter

● Occurrences ● Charges

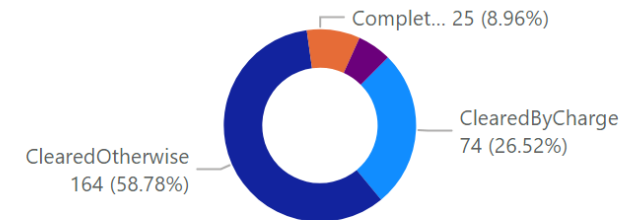


Top 10 Violation Types

Violation Description	Count
Warrant - Bench	103
Breach of Probation	34
Executed Warrant - Bench	31
Warrant - In First Instance	29
Warrant-Master code	16
Bail Violations - Fail To Comply	14
Warrant - Others	9
Bail Violations - Master Code	5
Executed Warrant - In First Instance (Person)	5
Executed Warrant - Probation and Parole	3
Warrant - Committal	3

Category	Description	Count
Cleared other	Clr other: CSC committed to a mental health facility	1
Cleared other	Clr other: CSC involved in other incidents	1
Cleared other	Clr other: Departmental discretion	16
Cleared other	Clr other: Incident cleared by other muni/prov/fed agency	96
Cleared other	Clr other: Reason beyond control of department (policy)	2
Cleared other	Insufficient evidence to proceed	13
Total		129

UCR Clearence





Public Health Occurrences

Mental Health Act		Change from last year
71	15	-21.98%
All Occurrences	Apprehensions	

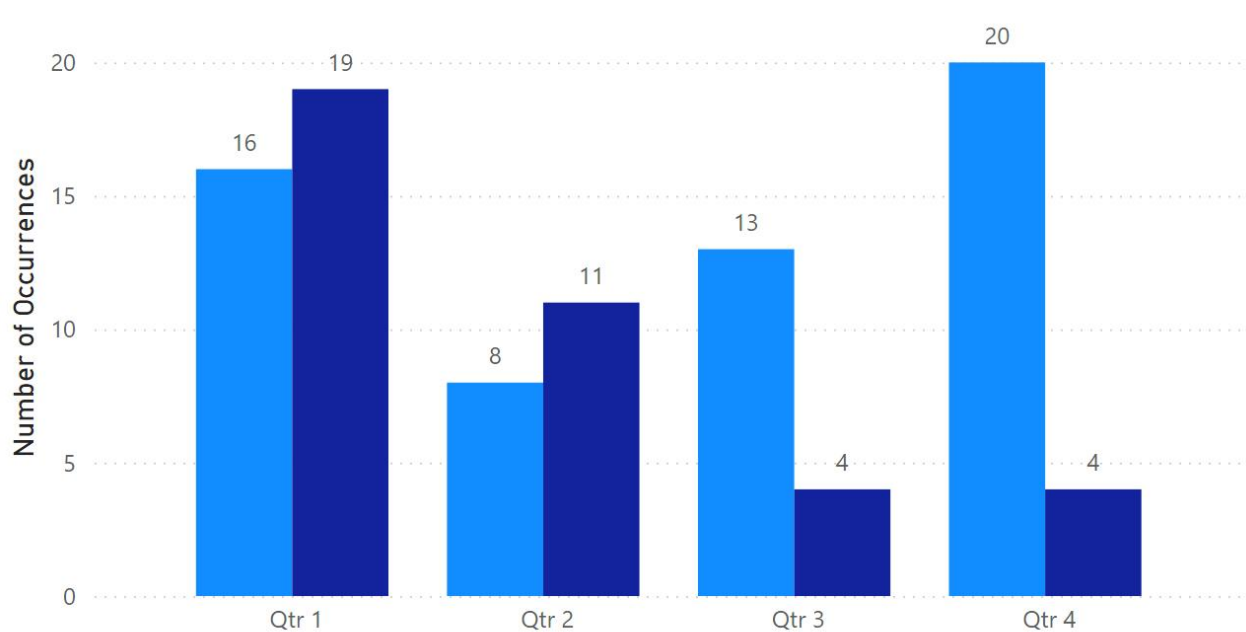
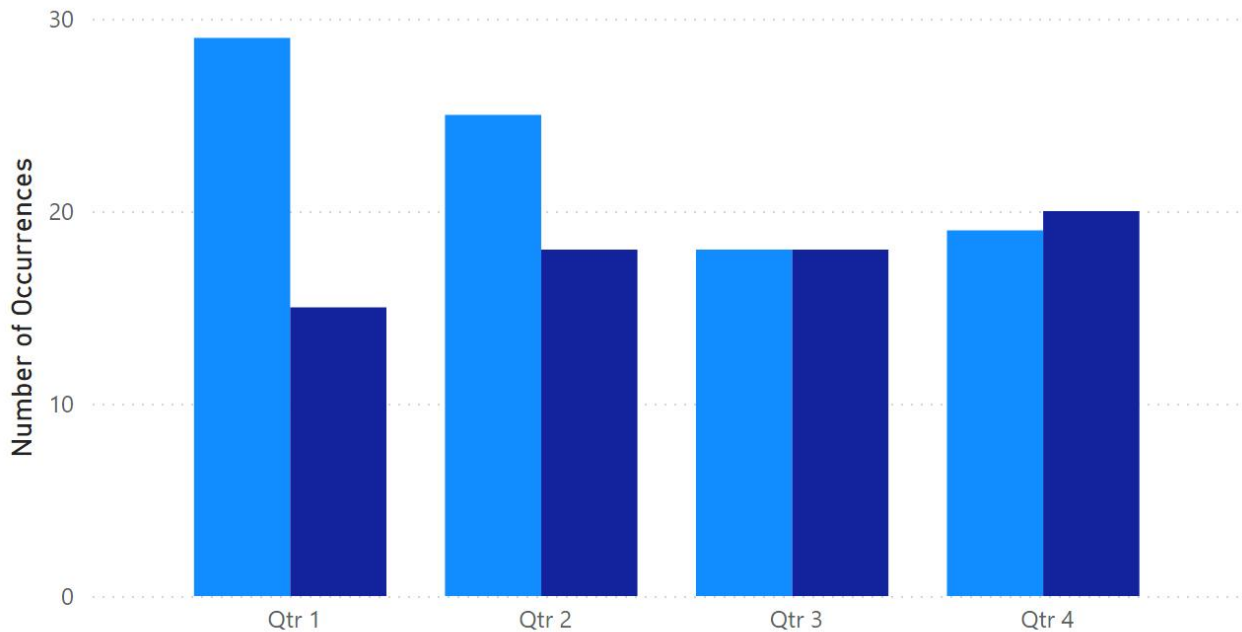
Mental Health Related Occurrences

● Previous Year ● Current Year

Overdose Related Occurrences		Change from last year
38		-33.33%

Overdose Related Occurrences

● Previous Year ● Current Year





MOA Required Reporting

Use of Force Reporting

In 2024, of the thousands of interactions our Special Constables had with the public on a daily basis, only four resulted in the need for a use of force report.

- Three use of force reports from Oleoresin Capsicum deployments with no injury to the subject; and
- One use of force report from physical force which resulted in injury to the subject.

Supervision

The Special Constable Unit is organized into four platoons, each led by a Sergeant who provides direct supervision in law enforcement activities and oversees the preparation and review of written reports. Sergeants are responsible for:

- Ensuring adequate staffing and coverage;
- Reviewing and approving incident reports;
- Escalating matters to Superintendents as needed;
- Assuming incident command during critical transit-related events; and
- Providing coaching and operational guidance to team members.

Sergeants report to Superintendents, who are accountable for ensuring the unit's mandate is effectively carried out. The Superintendents provide strategic direction, oversee unit operations, and manage disciplinary processes when required.

The Superintendents report directly to the Deputy Chief Special Constable and the Chief Special Constable. The Chief Special Constable reports to the Chief Safety Officer, Transit Services.

Complaints

On August 6, 2025, a full list of complaints and investigations between April 1, 2024, to June 13, 2025, was shared with the Chief of Police and the Ottawa Police Service Board via Transit Services Department memo 23-2025.

CSPA Changes

On April 1st, 2024, the Ministry of the Solicitor General implemented the CSPA, introducing a comprehensive regulatory framework for Special Constables and their employers. Unlike the previous Police Services Act, which offered limited guidance, the CSPA brought both significant improvements and notable challenges to the industry.

One of the most immediate and unexpected challenges was the requirement to become an approved Special Constable employer under the new legislation. This requirement was not communicated in advance, and the resulting delays in the approval process had serious operational consequences. The Special Constable Unit was unable to request the appointment of new hires or the re-appointment of existing Special Constables whose appointments had expired. By October 2024, these delays led to staffing shortages that forced us into multiple "non-operational periods," during which calls for service had to be redirected to the Ottawa Police Service, Ottawa Fire Service, or Ottawa Paramedic Service. To resolve the issue, staff



escalated the matter to City Council and the Solicitor General's office. After 12 days of disrupted service, staff finally received approval, allowing us to proceed with appointments and restore operational capacity.

Additional challenges have included adapting to new uniform regulations—such as mandatory bilingual branding—navigating the disciplinary process within a unionized environment, meeting enhanced training standards, and fulfilling new board reporting requirements. To address these, Staff actively sought guidance from policing stakeholders across the province, including the Inspectorate of Policing.

Despite these hurdles, the CSPA has also brought meaningful progress. It has enabled Special Constables to become certified use-of-force instructors through the Ontario Police College, allowing us to deliver this training internally. The Act has standardized training across the province, expanded the scope of powers available to Special Constables, and introduced clearer qualifications and expectations. These changes help professionalize the role, recognize Special Constables as key partners in public safety, and give employers more flexibility—such as extending use-of-force certifications when needed. Ultimately, while the transition to the CSPA has presented growing pains, it has also laid the groundwork for a more consistent, empowered, and professional Special Constable industry across Ontario. To ensure alignment with the regulatory changes in the CSPA, an internal audit was conducted of both the CSPA and MOA requirements to ensure a detailed understanding to ensure compliance.

Provincial Funding

In Spring 2024, the City of Ottawa initiated a comprehensive proposal in collaboration with the Ministry of the Solicitor General aimed at significantly enhancing public safety and security across the transit system. This proposal outlined a multi-faceted approach to strengthening frontline presence, operational oversight, and support infrastructure.

Key staffing enhancements included:

- An increase of 18 Special Constables to bolster frontline enforcement and visibility.
- The addition of 4 Sergeants to provide supervisory support and leadership.
- 6 new Communications Officers to improve response coordination and dispatch capabilities.
- The introduction of a dedicated Professional Standards Investigator to ensure accountability and uphold conduct standards.
- Several support staff positions to sustain operational efficiency and administrative capacity.

Beyond personnel, the proposal also addressed critical equipment and infrastructure needs:

- Upgrades to uniforms and safety equipment to align with modern standards and improve officer protection.
- Expansion of the patrol vehicle fleet by 8 units to support increased mobility and coverage.
- Enhancements to the Special Constable Unit Communication Centre to improve oversight, situational awareness, and real-time coordination.
- Investment in specialized training programs to ensure staff are equipped to handle evolving safety and security challenges.



The proposal was officially approved in October 2024, with funding allocated over a three-year period, concluding on March 31, 2027.

These investments have laid the groundwork for a transformative shift in how transit safety is delivered. With increased staffing levels, Staff are transitioning to a six-platoon frontline deployment model, designed to provide more consistent coverage across the system while reducing fatigue among personnel.

In addition, Staff are launching a dedicated platoon focused on proactive patrols throughout the transit network and expanding our Investigations and Intelligence Section to better manage complex incidents and respond to emerging threats.

Together, these initiatives mark a significant step forward in further professionalizing the service Staff provide and creating a safer, more responsive environment for all transit users.

Training

With the introduction of the CSPA, the Ontario Police College (OPC) distributed category-specific training manuals to Special Constable employers. In response, our unit developed a comprehensive curriculum based on the manual, delivered over a 5 to 6-week period.

Upon completion of this foundational training, candidates must pass a Special Constable examination proctored by the Ontario Police College to qualify for appointment.

After meeting the CSPA training requirements, recruits continue with an additional 3 to 4 weeks of local focused training, which includes:

- Medical First Responder certification
- Applied Suicide Intervention Skills Training (ASIST)
- Niche RMS report writing
- Criminal charge procedures
- International Police Mountain Bike training (IPMBA)

This is followed by a 250-hour field coaching phase, where newly hired Special Constables are mentored by an OPC-certified Coach Officer. This phase emphasizes practical application, professional development, and performance evaluation.

At the conclusion of the coaching period, the recruit's progress is reviewed by a panel consisting of the Coach Officer, Platoon Sergeant, Superintendent, Deputy Chief, and Chief of Police. Only those deemed fully prepared are signed off to assume full duties.

In total, the training journey—from classroom instruction to final coaching review—spans approximately 15 weeks of intensive preparation.

Special Events and Community Outreach

Special Constables are encouraged to be visible in the community and engage with the public as often as possible. Visibility not only aids ongoing recruitment efforts but also builds trust within the communities served. Special Constables take the initiative to educate the public about SCU duties while remaining available for operational duties. Further Special Constables participate in a variety of outreach and customer service events to further promote community building.



In an effort to increase safety and security along the entire transit network, the SCU are active participants in the Community Outreach, Response and Engagement (CORE) strategy; a community-oriented liaison with the Ottawa Police Service focused on enhancing public safety in the ByWard Market and Rideau Street areas as well as targeting areas of concern at O-Train stations. SCU also collaborates with the Community Engagement Team (CET), which listens to, engages and supports the unhoused population.

Special Constables are active participants in a variety of community outreach and special events which include:

Grab N' Go Program

The Grab N' Go program celebrated its third year, starting during the last week of October. Special Constables support the collection of gently used winter clothing, socks, and footwear, with extensive efforts to engage both Transit Services Department staff and external partners, including the UFoundation. Thanks to strong collaboration and community support, the program was a great success and concluded at the end of March.

Each patrol vehicle is equipped with a bin that contains winter clothing items enabling Special Constables to provide the items for those in need.

Law Enforcement Torch Run for Special Olympics

On September 12, 2024, the Special Constable Unit proudly participated in the annual Law Enforcement Torch Run (LETR) which is a global movement and the largest public awareness and grassroots fundraising initiative for Special Olympics. Known as the Guardians of the Flame, law enforcement personnel and Special Olympics athletes carry the Flame of Hope into the opening ceremonies of local, provincial, national, and international competitions.

In Ontario and across Canada, LETR is powered by thousands of dedicated law enforcement professionals who volunteer their time to champion inclusion, acceptance, and achievement for individuals with intellectual disabilities through sport. Their efforts help raise critical funds and awareness, while fostering stronger, more inclusive communities.

Unsheltered Task Force

The Special Constable Unit are members of the Unsheltered Task Force, comprised of many internal City of Ottawa and external stakeholders, including community outreach and social service groups, who all share a common goal of finding solutions for people experiencing homelessness.

During extreme weather events, such as extreme heat and cold, the task force helps to coordinate access to spaces to help shelter individuals from the elements. SCU, through the task force was consulted on the development and implementation of the City of Ottawa policy regarding the disassembling of encampments.

Canada Day and Bluesfest 2024

The Special Constable Unit part of the enhanced security stance taken on Canada Day and during Bluesfest by working collaboratively with the Ottawa Police Service, third-party security contractors, and maintaining a presence in the National Capital Region Command Centre. Special Constables are on site for both ingress and egress, in addition to roaming the system to ensure a timely response to incidents as they arise.