

**Report to / Rapport au:**

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

**27 October 2025 / 27 octobre 2025**

**Submitted by / Soumis par:  
Board Solicitor / L'avocat de la Commission**

**Contact Person / Personne ressource:  
Stuart Huxley, Interim City Solicitor / Avocat général (par Intérim)  
613-580-2424, ext. 21630 / [stuart.huxley@ottawa.ca](mailto:stuart.huxley@ottawa.ca)**

**SUBJECT: LEGAL SERVICES STATUS REPORT – 2025 THIRD QUARTER**

**OBJET: RAPPORT D'ÉTAPE DES SERVICES JURIDIQUES – TROISIÈME  
TRIMESTRE DE 2025**

### **REPORT RECOMMENDATIONS**

**That the Ottawa Police Service Board receive this report for information.**

### **RECOMMANDATIONS DU RAPPORT**

**Que la Commission de service de police d'Ottawa prenne connaissance du  
présent rapport.**

### **BACKGROUND**

Legal Services is a full-service, in-house law practice that provides a broad range of services to the Ottawa Police Service Board in the areas of civil litigation, labour and employment law, procedural and general legal advice, and corporate / commercial / development and environmental law. Legal Services' objective is to achieve this through the most cost-effective and efficient combination of both in-house and external lawyers. With respect to external lawyers, Legal Services has a strategic standing offer (SSO) with multiple law firms for the provision of external legal services. The current standing offer, negotiated for the period 2024-2027, provides favourable, hourly rates set for the duration of the SSO term.

Pursuant to Section 6.1 of Board Policy #GA-8 – Legal Services, the Board Solicitor shall submit a report to the Board on a quarterly basis that includes statistical information and concise analysis of trends on:

1. positive and negative variances against the approved budget;
2. all claims or actions filed against the Board including how many have been filed, how many are outstanding, how many have been settled, the nature of them (categorized by type), and the cost of settlements;
3. the number, cost and outcome of all appeals and applications for judicial review;
4. any issues of significance the Board should be advised of.

In compliance with Section 6.1, this report provides the requested information with respect to the third quarter of 2025.

In accordance with the direction of the Board at its April 23, 2018 meeting, the report has been revised to include a year-over-year comparison of data, at each quarter, with respect to the budgetary spending and various types of claims managed.

## **DISCUSSION**

### **Budget and Impacts**

This section gives an overview of the budget and its impacts related to internal and external legal costs. The Board has allocated \$328,100 for the provision of legal services in 2025. These costs reflect the provision of internal and external legal services against the approved Board budget and are inclusive of taxes for external fees.

### **Internal Legal Costs**

Costs of internal legal services provided to the Board for Q3 2025 totaled \$10,925.

### **External Legal Costs**

Costs of external legal services provided to the Board for Q3 2025 totaled \$211,824.

### **Total Legal Costs**

At the completion of the third quarter, a total of \$417,840 or approximately 127 percent of the legal costs budget was spent, as compared with 117 percent of the budget (\$382,644) spent at the same point in time last year.

**Table 1 - Ottawa Police Service – Total Costs of Legal Services Q3 2025**

<b>Item</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
Internal Costs	\$7,970	\$10,925	\$2,810	
External Costs	\$39,361	\$211,824	\$144,950	
Total, Quarter	\$47,331	\$222,749	\$147,760	
<b>Total, YTD</b>	<b>\$47,331</b>	<b>\$270,080</b>	<b>\$417,840</b>	

**Civil Litigation Matters****Non-Litigated Claims**

During the third quarter of 2025, eight new claims were received by Legal Services, compared with seven new claims received in the same period the previous year. Of these claims, one was closed-denied, one was closed-paid and six remain open as the evaluation of these matters is ongoing.

There are currently 21 non litigated claims involving the Ottawa Police Service Board being handled by Legal Services. The following chart provides a breakdown of these non-litigated claims by type, as of the end of the third quarter 2025.

**Table 3 - All Open Non-Litigated Claims – Ottawa Police Service Board – Q3 2025**

<b>Type of Claim</b>	<b>Number of Open Non-Litigated Claims</b>
Assault by Third Party	1
City Vehicle Hitting Pedestrian/Cyclist-Accident Benefits	1
Damage/Injuries-Arrest/Detainment	5
Discrimination	1

Damage to TP Property by City Vehicle	1
Harassment	1
MVA, City and Third Party Vehicle	1
Other Third Party Bodily Injury	1
Property Damage-Forced Entry by Police	2
Slander, Defamation	2
Third Party Property Damage	1
Third Party Vehicle Damage-Other	1
Vehicle Towing/Impounding	3
<b>Total Number of Open Non-Litigated Claims</b>	<b>21</b>

### **Litigated Claims**

Legal Services received a total of 2 new Statements of Claim on behalf of the Board in the third of 2025, compared with 7 Statements of Claim received during the same period the previous year.

There are currently 88 open litigated claims against the Board. Due to a number of reasons including direction by the Board's insurer, the requirement for specialized legal expertise, or capacity constraints, 69 of those claims are with external legal counsel. The remaining 19 open litigated claims are assigned to in-house legal counsel.

The following table sets out the number of open litigated claims by type, as of the end of the third quarter 2025.

**Table 2 - All Open Litigated Claims – Ottawa Police Service Board – Q3 2025**

<b>Type of Claim</b>	<b>Number of Open Litigated Claims</b>
Application	1
Breach of Charter Rights	13

<b>Type of Claim</b>	<b>Number of Open Litigated Claims</b>
Breach of Contract	1
Error and Omission	1
Excessive Force/Assault	11
False Arrest	10
Malicious Prosecution	3
Motor Vehicle Accident	10
Negligence/Negligent Investigation	26
Personal Injury	11
Vehicle/Property Damage	1
<b>Total Number of Open Litigated Claims</b>	<b>88</b>

### **Claims Closed – Litigated and Non-Litigated**

During the second quarter of 2025, 13 claims files were closed by Legal Services. A summary of these closed claims by claim type with their associated total expense is set out below.

Of these claims, five were closed denied at the non-litigation claims stage, and two claims were closed-dismissed at the litigation stage. No expense was incurred by the Board in the resolution of these seven claims.

The remaining six claims were closed and had an associated expense to the Board. The expenses associated with these claims is set out below by claim type and is inclusive of any and all legal fees, disbursements and/or settlement or judgment amounts paid by the Board. This figure represents the expense incurred over the lifetime of the claims and is not limited to the expenses incurred in the third quarter of 2025.

**Table 4 – Ottawa Police Service Board Claims closed in Q3 2025**

<b>Claim Type</b>	<b>Number of Claims</b>	<b>Paid Sum</b>
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Errors and Omissions Liability	1	\$0
Harassment	1	\$0
Loss Involving Police Property Room	1	\$0
Property Damage-Forced Entry by Police	5	\$14,062.25
TP Bodily Injuries from Employee Actions	1	\$26,376.15
Third Party Property Damage from Employee Actions	1	\$1,625.00
Third Party Property Damage/Loss	1	\$127.00
Third Party Vehicle	1	\$0
Vehicle Towing/Impounding	1	\$84.75
<b>Total Closed Police Services Claims for Quarter</b>	<b>13</b>	<b>\$42,275.15</b>

### **Appeals and Applications for Judicial Review**

There are no new appeals or applications for judicial review commenced in this quarter.

### **Labour, Employment and Human Rights Matters**

In addition to the above civil litigation claims, Legal Services is currently managing 95 active labour and employment law matters on behalf of the Police Services Board, as compared to 94 files which were active at the end of the fourth quarter of the previous year, with four new files opened in third quarter of 2025. For the year to date, three files for labour and employment law matters were closed. One new labour and employment law matter was outsourced in the third quarter of 2025.

### **ISSUES OF SIGNIFICANCE**

There were no significant issues to report in the third quarter of 2025.

## **CONSULTATION**

As this report is administrative in nature, consultation was not required.

## **FINANCIAL IMPLICATIONS**

Financial implications are as presented in this report.

## **CONCLUSION**

It is anticipated that the 2025 fourth quarter report will be presented to the Board at its February 2026 meeting.