

**Report to / Rapport au:**

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

**26 January 2026 / 26 janvier 2026**

**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  
Principal**

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**SUBJECT: APPOINTMENT OF SPECIAL CONSTABLES – OTTAWA POLICE  
SERVICE**

**OBJET: NOMINATION DES AGENTS SPÉCIAUX – SERVICE DE POLICE  
D'OTTAWA**

**REPORT RECOMMENDATIONS**

**That the Ottawa Police Service Board approve:**

- (a) The appointments of fourteen (14) Ottawa Police Service employees and re-appointments of two (2) Ottawa Police Service employees as Generalist Special Constables in Appendix 1.**
- (b) The appointments of six (6) Ottawa Police Service employees as District Investigative Special Constables listed in Appendix 2.**
- (c) The appointment of one (1) Ottawa Police Service Generalist Special Constable as a Cover Access Intercept Team (CAIT) Special Constable listed in Appendix 3.**
- (d) The appointment of four (4) Ottawa Police Service employees as Forensic Identification (FIT) Special Constables listed in Appendix 4, 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:**

- (a) Les nominations de quatorze (14) et les réaffectations de deux (2) employés du Service de police d'Ottawa comme agents spéciaux généralistes à l'annexe 1
- (b) Les nominations de six (6) employés du Service de police d'Ottawa comme agents spéciaux d'enquête de district énoncées à l'annexe 2.
- (c) La nomination d'un (1) agent spécial généraliste du Service de police d'Ottawa comme agent spécial de la CAIT mentionnée à l'annexe 3.
- (d) La nomination de quatre (4) employés du Service de police d'Ottawa comme agents spéciaux d'identification médico-légale inscrits à l'annexe 4, conformément à l'article 92 de la Loi sur la sécurité communautaire et le maintien de l'ordre (LCSP).

## BACKGROUND

Section 92 of the Community Safety and Policing Act (CSPA) allows the Ottawa Police Service Board (the Board) to appoint Ottawa Police Service (OPS) employees, hired as;

**Generalist Special Constables** and assigned to Court and Cellblock Security, Document Service and District Special Constable. These Special Constables are trained to perform tasks related to but not limited to prisoner custody, control and transportation, traffic related duties, crime scene security, guarding persons in custody or apprehended under the mental health act at hospital, canvassing for and collection of property, evidence, or witness statements.

**Forensic Identification Technician (FIT) Special Constables** and assigned to the Forensic Identification Unit to provide forensic identification support to the OPS and outside agencies, as required. The FIT Special Constables are trained to but not limited to searching, documenting, collecting, examining, and preserving evidence for the purpose of conducting forensic examinations.

**Covert Access Intercept Team (CAIT) Special Constables** and assigned to conduct duties including the provision of real-time technical investigative support and analytics to the CAIT as it pertains to locating, tracking and intercepting of persons and/or telecommunication devices. The CAIT Special Constables are trained to but not limited to performing duties including collaborating, supporting, and participating in joint emergency and non-emergency operations with other Covert Intercept teams.

**District Investigative Special Constables** and assigned to the Criminal Investigations Unit (CIU) to support investigators by completing administrative tasks related to investigations. These Special Constables are trained to perform tasks that consist of,

but are not limited to, video evidence review, warrant executions, enhanced bail packages, completing crown brief disclosure requests, victim management, statement summaries, property management, and witness canvassing.

The appointments provide these members with the authorities they require to carry out their assigned duties as Special Constables for Ottawa Police Service.

These appointments will remain in place for a five-year period, or until the appointees are no longer employed by the OPS / cease to perform the duties outlined above. At the end of the five-year period, if the member continues to be employed by the OPS as a Special Constable, the service will seek their reappointment by the Board. Upon termination of employment, the OPS will advise the board of the conclusion of the appointment.

In accordance with CSPA Ontario Regulation 396/23, OPS Special Constables are permitted to possess and use the following use of force weapons in relation to their duties:

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

The employees named below have met the training and appointment requirements as stipulated under the CSPA Ontario (Regulation 87/24 and Section 92). This training includes, but is not limited to: de-escalation training, use of force training, and traffic direction and control training. Certain Special Constables may be qualified to work with the Emergency Services Unit and will be given provincially mandated training in Search and Rescue, Evidence Search, Chemical, Biological, Radioactive, Nuclear and Explosives (CBRNE), event support and Public Order.

In accordance with CSPA Ontario Regulation 396/23, OPS Special Constables have peace officer/police powers on or in-relation to properties, facilities, and assets under the control of the OPS and under the following legislation:

Cannabis Control Act;

Highway Traffic 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), 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 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 certificate of appointment forms have been provided to the Board for the Chair's signature.

## **CONSULTATION**

N/A

## **SUPPORTING DOCUMENTATION**

**Appendix 1: Appointment of Generalist Special Constables**

**Appendix 2: Appointment of District Investigative Special Constables**

**Appendix 3: Appointment of Generalist Special Constables as CAIT Special Constable**

**Appendix 4: Appointment of Forensic Identification Special Constables**

## **FINANCIAL IMPLICATIONS**

There are no financial implications involved in appointing OPS members as Special Constables.

## **CONCLUSION**

The appointment of Special Constable status is required for OPS employees working in Court and Cellblock Security, Document Service, District Special Constable, Forensic Identification, Investigation and Covert Intelligence teams to undertake the full duties and responsibilities assigned to them as Special Constables with the OPS.

**Appendix 1: Appointment of Generalist Special Constables – Ottawa Police Service**

1. 6144 Michel Belledent
2. 6147 Stephanie Burtnik
3. 6141 Shawn Dowson
4. 6139 Alyssa Glover
5. 6150 Janssen House
6. 6140 Jade Hunter
7. 6143 Paul Kippen-Vachon
8. 6150 Connor MacMillan
9. 6149 Darek Mongeon-Lafrance
10. 6145 Connor Ogilvie
11. 6142 Christopher Pogue
12. 6148 Manjinder Singh
13. 6151 Mia Tymczyna
14. 6146 Evan Wakeman

**Appendix 2: Appointment of District Investigative Special Constables: Ottawa Police Service**

1. 91329 Sabrina Bonneville
2. 9586 Kevin Fahey
3. 91655 Marie-Claire Jackson
4. 92008 Ryan Perez-Hernandez
5. 9929 Michael Nourishad
6. 9647 Lindsay Webber

**Appendix 3: Appointment of Covert Access Intercept Team Special Constable –  
Ottawa Police Service**

1. 90489 Trevor Butler

**Appendix 4: Appointment of Forensic Identification Special Constables – Ottawa Police Service**

1. 99215 Chloe Belisle
2. 3680 Rosa Cazares-Caucci
3. 92398 Mackenzie Lawson
4. 3857 Kaelan Munro