

Report to / Rapport au:

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

17 March 2026 / 17 mars 2026

Submitted by / Soumis par:

Chief of Police, Ottawa Police Service / Chef de police, Service de police d'Ottawa

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**SUBJECT: APPOINTMENT OF SPECIAL CONSTABLES – CITY OF OTTAWA
(TRANSIT SERVICES)**

**OBJET: NOMINATION DE CONSTABLES SPÉCIAUX – VILLE D'OTTAWA
(SERVICES DE TRANSPORT)**

REPORT RECOMMENDATIONS

That the Ottawa Police Service Board approve the appointment of four (4) City of Ottawa employees listed in Appendix 1 as Special Constables for City of Ottawa, Transit Services 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 quatre (4) employés de la Ville d'Ottawa, dont le nom figure à l'annexe 1, à titre d'agents spéciaux pour les Services de transport en commun de la Ville d'Ottawa, 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 (Board) to appoint City of Ottawa (Transit Services) employees as Special Constables when Special Constable authorities are required to carry out their duties. City of Ottawa (Transit Services) is authorized to employ Special Constables

under the CSPA, effective November 1st, 2024 (refer to supporting documentation – Appendix 2). The four (4) appointees will be employed by City of Ottawa (Transit Services).

The appointments provide these members the authorities they require to carry out their assigned duties as Special Constables for City of Ottawa (Transit Services), to include police officer powers as contained in Section 37 and Section 40 of the Agreement Regarding Special Constables, between the Board, City of Ottawa (Transit Services) and Ottawa Police Service (OPS) dated June 24, 2024 (refer to supporting documentation - Appendix 3). The appointment does not permit the carriage of a firearm.

In accordance with CSPA Ontario Regulation 396/23 and, as agreed upon between City of Ottawa (Transit Services) and the Ottawa Police Service in “Agreement Regarding Special Constables City of Ottawa (Transit Services),” 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, or until the appointees are no longer employed by the City of Ottawa (Transit Services).

Upon termination of employment, the City of Ottawa (Transit 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 also agreed upon between City of Ottawa (Transit Services) and the Ottawa Police Service in “Agreement Regarding Special Constables, City of Ottawa (Transit Services),” Special Constables have police powers on or in-relation to properties, facilities, and vehicles under the control of Transit Services for 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), 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

Chief Special Constable Peter Scislowski of City of Ottawa (Transit Services) has been consulted with respect to the appointment of Special Constables for the Transit Services.

SUPPORTING DOCUMENTATION

Document 1: Agreement Regarding Special Constables Between the Ottawa Police Service Board and City of Ottawa (Transit Services) and the Ottawa Police Service allowing for the appointment of Special Constables for City of Ottawa (Transit Services). **(Document on file with the Ottawa Police Service Board Office).**

Document 2: Letter from the Honourable Michael Kerzner, Solicitor General – Authorized Special Constable Employer City of Ottawa (Transit Services)

Appendix 1: Appointment of Special Constables City of Ottawa (Transit Services)

FINANCIAL IMPLICATIONS

There are no financial implications of appointing the four (4) City of Ottawa, Transit Services listed herein.

CONCLUSION

The provision of Special Constable status is required for City of Ottawa (Transit Services) employees to undertake the full duties and responsibilities assigned to them.

Appendix 1: Appointment of Special Constables: City of Ottawa (Transit Services)

Name of Employee – New Appointment:

- 1) Victoria Heatlie
- 2) Sutcliffe Simpson
- 3) Maxwell McLeod
- 4) Nicholas McGavin