

Report to / Rapport au:

**OTTAWA POLICE SERVICES BOARD
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA**

24 October 2016 / 24 octobre 2016

Submitted by / Soumis par:

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

Contact Person / Personne ressource:

Debra Frazer, Director General

frazerd@ottawapolice.ca

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

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

REPORT RECOMMENDATIONS

That the Ottawa Police Services Board approve the appointments of Sheri Lynn Bisaillion, Catherina Catinus and Chad Hagley as Special Constables pursuant to Section 53 of the *Police Services Act*, in accordance with the terms and conditions set forth in the attached Approval of Appointment form.

RECOMMANDATIONS DU RAPPORT

Que la Commission de services policiers d'Ottawa approuve les nominations de Sheri Lynn Bisaillion, Catherina Catinus et Chad Hagley aux fonctions d'agents spéciaux en vertu de l'article 53 de la *Loi sur les services policiers*, aux conditions énoncées dans le formulaire d'approbation de nomination ci-joint.

BACKGROUND

These members are Special Constables assigned to the Court Security unit. A re-appointment is required to ensure that they can continue to carry out their assigned duties.

The re-appointment process is set out in the legislation. An application is made to the Ministry of Community Safety and Correctional Services to have them re-appointed as Special Constables pursuant to Section 53 of the Police Services Act. The Board re-appoints the employee(s) as Special Constable(s) upon approval by the Ministry for a five-year period or until the appointee is no longer in the employ of the Ottawa Police Service (OPS). Upon the termination of employment, the OPS advises the Ministry to terminate the appointment.

DISCUSSION

The Board is being asked to approve these re-appointments in accordance with the above noted process.

Some of their responsibilities include the transportation and custody of prisoners being moved between detention facilities and other locations such as courts; providing security at premises or places occupied or utilized as courts; maintaining security at the courthouse, cellblock, and other OPS detention facilities.

Approval has been obtained from the Ministry of Community Safety and Correctional Services for the re-appointment of these OPS members as Special Constables.

SUPPORTING DOCUMENTATION

Document 1: Approval of Appointment as Special Constable form

CONCLUSION

The appointment of Special Constable status is required in order for OPS employees working in our Court Security area to undertake the full duties and responsibilities assigned to them as Special Constables with the OPS.