

BY-LAW NO. 17

METROLINX (the "Corporation")

A by-law relating to voluntary payment of penalties ("Set Fines") for offences related to the use of vehicles on Corporation property under By-law No. 2 of the Corporation.

BE IT ENACTED as a by-law of the Corporation as follows:

Notice of Contravention

1. Any officer appointed by the Corporation to enforce the provisions of By-law No. 2 may issue a Notice of Contravention ("Notice") to any person who has allegedly contravened a by-law of the Corporation respecting the control of vehicular traffic.
2. Any Notice pursuant to this By-law may be given in any of the following ways and is deemed issued:
 - a. On the date on which a copy is personally delivered to the person to whom it is addressed;
 - b. On the seventh day after a copy is sent by regular mail or courier to the person's last known mailing address; or
 - c. On the day a copy is sent by e-mail transmission to the person's last known e-mail address, provided the email is sent before 5 PM Eastern Time ("ET") on a regular business day in the province of Ontario. Notices sent by email after 5 PM ET or on an Ontario holiday or weekend will be deemed issued on the next regular business day.
3. Any Notice alleging a contravention of a provision of By-law No. 2 shall clearly set out the date and time at which the contravention occurred and any other information necessary for a thorough understanding of the circumstances of the alleged contravention. The Notice shall include, but may not be limited to:
 - a. Name, date of birth and address of the person who committed the contravention, and/or registered vehicle owner information;
 - b. The nature of the allegation;
 - c. The amount of the Set Fine required to be paid including any information relating to payment options and the consequences of failing to pay;
 - d. The process and timelines for making any payment.

Voluntary Payment

4. Within fifteen (15) days of the date when a Notice of Contravention is issued pursuant to section 2 above, the Set Fine as set out on the Notice may be voluntarily paid in disposition of the offence. Upon voluntary payment by any person of the corresponding Set Fine, no further proceedings shall be taken by the Corporation in respect of the offence alleged in the Notice.

5. The Corporation reserves the right to determine the appropriate methods of payment under this by-law.
6. The Corporation reserves the right to accept or refuse payments made in disposition of an offence under this by-law.
7. Payments that are dishonoured may be subject to an administrative charge established by the Corporation and/or forwarded to a third party for collection.
8. If a voluntary payment is not paid in accordance with the procedures provided in this by-law, the provisions of the *Provincial Offences Act*, R.S.O. 1990, c. P.33 shall apply.

The forgoing by-law is hereby consented to and passed as a by-law of the Corporation by the Members of the Board of Directors, effective as of the 24th day of June, 2021, pursuant to Section 21 of the *Metrolinx Act*, 2006.