

Circular Economy Working Group: Meeting 6
September 24, 2020
1:00pm-2:30pm
Virtual WebEx Meeting

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Welcome, Agenda and Introductions

The meeting was called to order at 1:00 pm

Robyn Shyllit (City of Toronto, Public Consultation Unit) welcomed the group and provided a land acknowledgement. Robyn then reviewed the meeting agenda and meeting objectives. Robyn explained that the meeting will be recorded for record keeping and will not be distributed publicly. Robyn reviewed WebEx Breakout Room functionality and best practices for effective virtual meetings.

Presentation: Circular Economy and Innovation Unit Update

Meaghan Davis (Manager, Circular Economy and Innovation (CEI) Unit) updated the group on:

- Circular Procurement:
 - All five circular procurement parklets are installed on King St.
- World Circular Economy Forum will take place September 29-30
 - Free virtual event
 - Toronto will host a side event to this forum on September 28: *Reflections from circular cities during a pandemic*. Guelph, Montreal, Vancouver and Toronto to present
 - Register online at <https://www.sitra.fi/en/projects/wcefonline/>
- Waste Reduction Week in Canada will take place October 19-25
 - Organized by Circular Innovation Council (formerly known as Recycling Council of Ontario)

- CEWG members can host activities on behalf of their organizations
- Find out more at <https://wrwcanada.com/en/about/waste-reduction-week-canada>

Questions/Comments

None

Presentation: Baseline for a Circular Toronto Study and Sector Selection

Meaghan Davis thanked members who attended the July 22 virtual meeting and who completed the survey to inform our decision-making process as we determine which specific sectors to focus on for a material flow analysis. The survey asked which three sectors should be selected and which criteria should be used to select the sectors. The July 22 meeting provided an update on the status of the Baseline Study work and introduced the survey: As a re-cap, Meaghan reviewed the key research outputs of this research project, which includes:

1. A **landscape analysis**, evaluating the existing economic, environmental, social and policy conditions related to the current state of circularity in Toronto.
2. A **baseline circularity analysis, including a material flow analysis** (energy, resources, etc.) of three key sectors; and a business as usual analysis forecasting the 2030 future of those three sectors. The research will help establish a baseline understanding of Toronto's current levels of circularity.
3. A **final report** listing of key considerations (focus areas and high-level next steps) that could help transition Toronto to a circular economy.

Meaghan reviewed the internal and external response rate to the survey

- 57% survey response rate from external members who had attended the July 22 meeting (32% response rate is inclusive of all external stakeholders regardless of whether they had attended).

Meaghan shared stakeholder perspectives on the survey:

- Stakeholders indicated that all the decision criteria identified were more or less equally important, indicating that there was no need to weigh any one decision criteria more than another
- Stakeholders emphasized that working towards positive social outcomes and adopting an equity lens should be included in circular economy work. E.g., on question of “what the decision-making criteria should be?”, a respondent stated: “the potential to lift people out of poverty”
- Respondents want local circular economy opportunities to be highlighted in the Baseline Study.
- Respondents noted that the research did not comment on changes to circumstances as a result of COVID-19. Meaghan indicated that the scope of the baselining project does not include consideration of the impact of the pandemic. However, the Circular Economy and Innovation unit understands that stakeholders are commenting on our need to reflect on resilience, and we can do so through our other areas of work as well.
- Meaghan shared the results of the sector ranking:
 - Three highest ranked sectors were food systems, waste management and construction & real estate.
 - This selection has been endorsed by the senior management team and Project Steering Committee.
- Meaghan reviewed the next steps and invited recommendations of data sources:
 - CEWG members are asked submit data that could support material flow analysis in the selected sectors (e.g. studies, raw data sets, position papers, policies/legislation) and/or let us know other individuals or organizations who could provide such information.
 - We also invite suggestions of people and organizations to approach for data.

- The final report is expected in March 2021

Questions/Comments

Question: If we have companies who are not on the working group but may be interested in making their waste streams available for material flow analysis, who should they email?

Answer: Please email Sinead Murphy Sinead.Murphy@toronto.ca

Presentation and Activity: Circular Economy & COVID19 Impact Survey

Meaghan provided an update on the City's Circular Economy COVID-19 Impact Survey. The purpose of the survey is to assess how circular economy initiatives and champions have been impacted by the pandemic. We wanted to know how we can leverage circular economy to support a sustainable economic recovery.

- Reviewed survey structure, reach, and the response rate and reflected context in which it was issued (e.g., beginning of stage 2 for reopening the province)
- Reviewed key findings of the survey and noted that the survey collected opinions/ perspectives; not data on tonnage of waste:
 - E.g., no common trends in waste management impacts: respondents noted both an increase and a decrease.
 - E.g., provided both examples of ways that stakeholders have improved or maintained an ability to operate in a circular way, and ways that stakeholders have experienced a decrease in their ability to operate in a circular way.

Questions/Comments

Question: What were some examples of what people said about their operations being more circular or adopting circular practices as a result of COVID?

Meaghan: The Community Reduce and Reuse Programs (CRRP) have been able to make modifications to service delivery so that they could deliver services virtually. The outcome was that, during the pandemic, the programs achieved greater participation than they otherwise would have had: 1000s of digital impressions. The digital tools they created have amplified the reach of the programs and people have been able to access CRRP resources. Also, the textile repair hubs have generated 5000 masks. The charitable organizations that support CRRP are agile and able to respond to an emergent need.

Sinead: Survey respondents also indicated that because they are not attending conferences and doing business travel, they are operating in more circular ways because they have reduced their greenhouse gas emissions.

Comment: The charity sector was severely hurt by COVID-19. Many remain closed, most are limited, few fully rebounded.

Meaghan: please provide more of this type of detail in the breakout session. For example, explain what networks are needed to ensure there is a healthy reuse model in Toronto.

Activity: Feedback on results of COVID-19 and Circular Economy Impact Study

Robyn provided instructions for the **breakout group** and provided the questions for discussion:

1. **Why do the findings of the COVID-19 impact survey matter?** (13 minutes)
 - Why are these impacts / trends occurring?

- Are these findings uniquely relevant to circularity and circular initiatives, or are they more related to the COVID-19 pandemic?
 - What do these findings tell us about circularity?
2. **What can we learn from this information?** (13 minutes)
 - What do these findings tell us about what is required for a healthy circular ecosystem in Toronto?
 - Are circular businesses and initiatives resilient or vulnerable to shocks?
 3. **What does this mean for circular economy momentum in Toronto?** (4 min.)
 - What do the results mean for circular momentum in Toronto in one sentence?

----Breakout group discussion----

Report Back

Emily reported back on the discussion in her room:

- Members discussed reasons behind the observations that came out of the survey: the impact of oil prices on plastic markets, challenges to textile and used goods donations (e.g. need for items to be “quarantined” before recirculating, inability of organizations to accept reused items), and the loss of income in the charitable sector.
- The group also discussed challenges in gathering data on waste generated (e.g., there is more PPE in the waste stream, but it is lightweight)

Sinead reported back on the discussion in her room:

- Members have the perception that waste is increasing due to COVID-19. There is a variety of reactions based on types of buildings and when the survey was completed.
- Circular work has been accelerated in some cases, in terms of private sector’s social and environmental commitments
- Group discussed what makes a successful ecosystem for circularity: i.e., there is a need to have volunteers who can safely accept materials

Robyn reported back on the discussion from the main room:

- There is a for equity to be part of recovery efforts

Questions/Comments

Comment: the sample size of the survey is small. The member suggested looking to see if people’s perception of the data has changed.

Meaghan: the observations are based on a relatively small sample size and a pre-existing stakeholder group. She indicated that staff may consider comparing this data with observations of the results of a survey issued by Economy Development and Culture Division. If staff were to approach the broader business community in Toronto to ask about impacts their circular economy-related efforts, further attention would be required to ensure that the research would be well communicated and resonate with survey participants.

Comment: there is a labour impact on circularity of organizations as a result of the pandemic. For example, some recycling plants closed due to an inability to maintain safe distances, therefore, we may need to consider this vulnerability and need for safe work environments for the future

Poll: Virtual Networking Event

Robyn polled members to assess their interest in participating in a one-hour virtual networking session.

- A member suggested that the topic of the networking session could be the opportunity to apply for federal government funding.
- The poll result was that members are interested in participating.

Updates and Member Announcements

1. The Surplus Food Rescue Program was launched by the Federal government to support Canadian food businesses that had mass surpluses of food products due to the pandemic
2. The Food Matters Campaign is a new, free food waste prevention education program for youth 5 to twenty five and includes an Action Kit
3. Secondhand Sunday will occur this Sunday. People are asked to set out their used goods (9 am to 5 pm). See <http://www.secondhandsunday.ca/> for details
4. Ontario Materials Marketplace, hosted by the Council of the Great Lakes Region, to connect business and institutions and make materials available for exchange See <https://ontario.materialsmarketplace.org/> for details.
5. National Zero Waste Conference will be held virtually November 13, 2020.

Wrap Up

Robyn Shyllit wrapped up the meeting, reminding members to:

- Next meeting will be held on Thursday November 10, 2020
- Reports or data sets to be sent via email to Sinead.Murphy@toronto.ca if they can contribute to the material flow analysis on topic of:
 - Food Systems
 - ICI Waste Management
 - Construction and Real Estate

The meeting was adjourned at 2:30pm.

Member Attendees

1. Alison Creba
2. Arjun Krishnan (alternate for Eadaoin Quinn)
3. Caroline Brooks
4. Dan Kershaw (alternate for Annalee Sawiak)
5. Ed Rubinstein
6. Emily Alfred
7. Helene St.Jacques
8. Jay Thakkar
9. John Ashbee
10. Katie Motta
11. Keir Brownstone
12. Kelly Drennan
13. Leah Barrett
14. Lindsay Macdonald
15. Lori Andrews
16. Michael Zabaneh
17. Rodney Yip
18. Sarah Margolius
19. Sophi Robertson
20. Veronica Summerhill (Alternate for Kiera Toffelmiere)
21. Victoria Ho

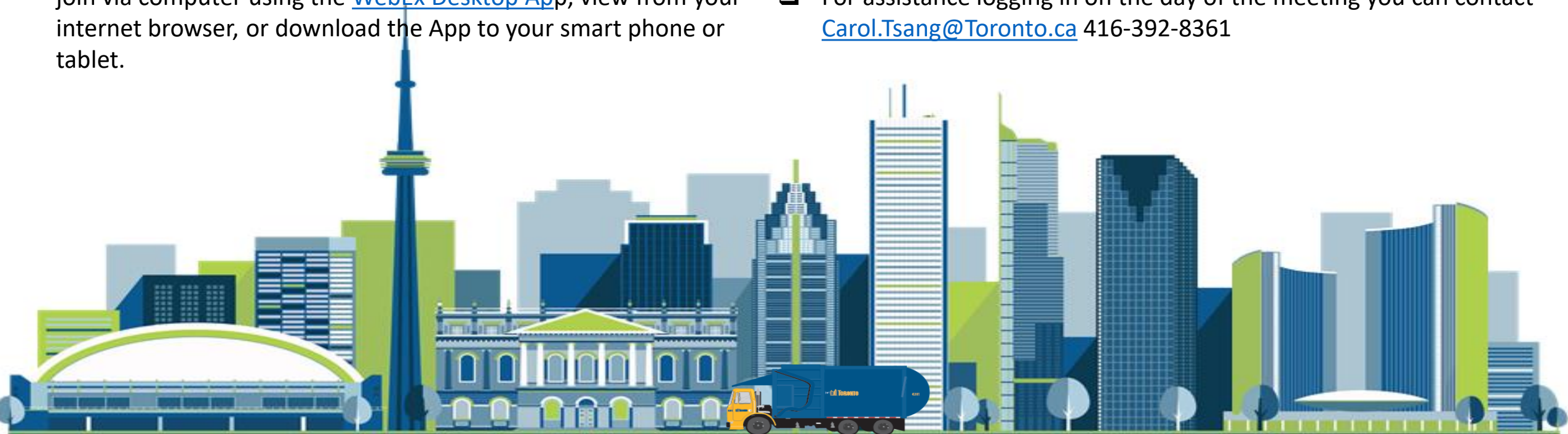
22. Wai Chu Cheng

Circular Economy Working Group

Meeting 6 | Wednesday, September 24, 2020 | 1:00pm | WebEx

REGISTRATION REQUIRED: <https://toronto.webex.com/toronto/k2/j.php?MTID=t3fd3cf0f7ba9ff2076b67e281bc80b45>

- ❑ Once registered you will receive a confirmation email with instructions for joining the session from messenger@webex.com, which will contain the link to log-in to the session.
- ❑ In order to participate in breakout sessions, we encourage you to join via computer using the [WebEx Desktop App](#), view from your internet browser, or download the App to your smart phone or tablet.
- ❑ Please join the meeting 5 minutes in advance to set up WebEx Training and test/connect your audio for the session.
- ❑ Participants joining by phone are required keep the ID provided with registration on file to participate in the breakout sessions.
- ❑ For assistance logging in on the day of the meeting you can contact Carol.Tsang@Toronto.ca 416-392-8361



WebEx Privacy & Record Keeping

This meeting is being recorded and a link can be shared with members upon request who are unable to attend the meeting.

- ALL questions and comments asked verbally AND in the chat (sent to the full group, or privately) are included in the record.
- We will do our best to record attendance based on the meeting registration and participant list. CEWG members are asked to review the meeting minutes once they are sent to ensure your participation has been accurately recorded.
- Recording will start now.

Agenda

Time	Activity
1:00	Welcome: Meeting overview, WebEx basics & breakout session introductions <i>Presenter: Robyn Shyllit, Senior Coordinator, Public Consultation Unit</i>
1:10	City of Toronto Update: Circular Procurement, World CE Forum, Baseline for a Circular Toronto, COVID-19 Impact Survey <i>Presenter: Meaghan Davis, Manager, Circular Economy Innovation Unit</i>
1:30	Q&A
1:40	Breakout Session - Instructions
1:45	Breakout Session Discussion: COVID-19 Impact Survey
2:15	Full Group Report Back
2:20	Wrap Up: Next Steps, Member Updates & Quick Poll
2:30	Meeting Adjourns

Meeting 6 Objectives

Provide an update on:

- World Circular Economy Forum
- Baseline Study + Material Flow Analysis Sector Selection
- Networking Opportunity

Generate insight and analysis based on results from the COVID-19 and the Circular Economy Survey

Convene interactive virtual meeting and continue to develop CEWG WebEx meeting capacity

Continue Year 2 CEWG meeting schedule with modified meeting structure as a result of COVID-19

Meeting 5 – Action Items

There were no action items for follow up from the Meeting 5 minutes.

WebEx Training & Breakout Room Basics

What's different?

- Meeting registration required
- Additional administrative, set-up, collaboration and sharing features
- Breakout sessions available for smaller group discussions

Main Session	Breakout Rooms
<ul style="list-style-type: none">• <u>Attendees are muted upon entry and must be unmuted by the facilitator or presenter</u>• <u>Click the 'hand up' feature in participant list to speak OR type question in chat</u>• Video is inactive to reduce buffering	<ul style="list-style-type: none">• Attendees can mute and unmute freely• Video remains inactive
<p>Reduce multi-tasking and focus on the active meeting Close all other files, programs and computer windows that aren't being used for this meeting. Be patient with technology changes, glitches and challenges</p>	

Notes for Observers

Observers are welcome to listen to City meetings.

- ✓ Keep microphones muted
- ✓ Video off
- ✓ NO participation in chat, polling, or breakout discussions
- ✓ Materials not circulated.

Meeting Roles

Virtual Meeting Team

- **Facilitator:** Robyn Shyllit
- **Presenter:** Meaghan Davis
- **Technology Monitor:** Carol Tsang, Carol.Tsang@Toronto.ca
- **Participants:** CEWG Members
- **Notetaking:** Kathy Raddon
- **Chat Monitor:** Emily Marmoreo

Breakout Sessions

Group A

- **Facilitator & Chat Monitor:** Sinead Murphy
- **Notetaking:** Kamara Jeffrey

Group B

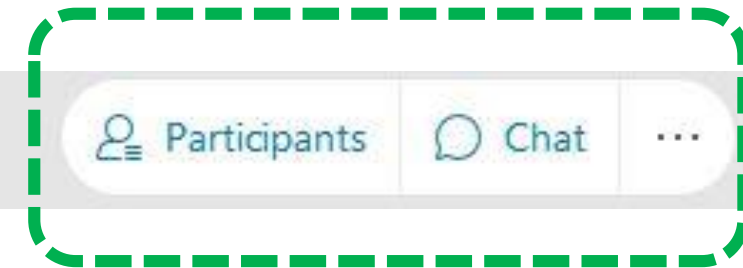
- **Facilitator & Chat Monitor:** Emily Marmoreo
- **Notetaking:** Kathy Raddon

WebEx Training Overview

- **Turn on your Chat & Participant List windows**

*WebEx looks different on different computers/browsers – use menu at bottom centre/right, middle, top or right side of screen

- Participant microphones are automatically muted upon entry.



WebEx Training Screen

The screenshot displays the Cisco WebEx Training interface. At the top, the window title is "Cisco Webex Training" and the menu bar includes "File", "Edit", "Share", "View", "Audio", "Participant", "Session", "Breakout", and "Help". Below the menu bar, there are tabs for "Quick Start" and "Session Info". The main content area shows "Robyn Shyllit's training session" with the topic "testing". There are buttons for "Audio Conference" and "Invite & Remind". A "Share My Desktop" button is also visible. On the right side, there is a "Participants" panel showing "Robyn Shyllit (me)" as the host and "Attendee: 0". Below this is a "Chat" window. At the bottom, there is a "Leave Training Session" button and a "Send" button for the chat.

- **Menu** at top of screen
- **Participant list** at right, with ability to raise hand
- **Chat window** at right to type questions, comments & share links. You can send a message to everyone or select an individual.

WebEx Training Screen – Drop Down

WebEx Training Overview Viewing Robyn Shyllit's desktop

- **Turn on your Chat & Participant List windows**
*WebEx looks different on different computers/browsers – use menu at bottom top or right side of screen
- Participant microphones are automatically muted upon entry.

Participants

Speaking: Meaghan Davis, Robyn Shyllit (Host)

Panelists: 2

- Meaghan Davis (me)
- Robyn Shyllit (Host)

Attendees: 5

- Emily Marmoreo
- Kamara Jeffrey

Participants Chat

Unmute Stop video Share

TORONTO

If the menu disappears during any time in the meeting **hover over top of screen to reopen participant list and chat window as needed (i.e: during screen sharing)

WebEx Training Screen & Questions

The screenshot displays the Cisco WebEx Training interface. At the top, the menu includes File, Edit, Share, View, Audio, Participant, Session, Breakout, and Help. The main content area is divided into several sections:

- Session Info:** Shows the topic "CEWG Test 2", host information, audio conference details, access code, attendee ID (377373), and training session number (133 497 9314).
- Desktop Share:** A pop-up window indicating that the user is no longer viewing the presenter's shared content, with a "Return to Sharing" button.
- Participants:** A list of participants including Robyn Shyllit (Host), Kathy Raddon, Meaghan Davis, Emily Marmoreo (me), Kamara Jeffrey, Kathy Raddon, and Sinead Murphy. The "Audio" icon is circled in pink.
- Chat:** A chat window showing a message from Robyn Shyllit: "let me know when your audio is connected from Robyn Shyllit to All Participants: can you unmute?". The "Send" button is also circled in pink.

At the bottom left, there is a small Cisco WebEx logo and the text: "Session No. 133 497 9314 | You are participating in this audio conference using your phone." At the bottom right, it shows "Connected" with a status icon.

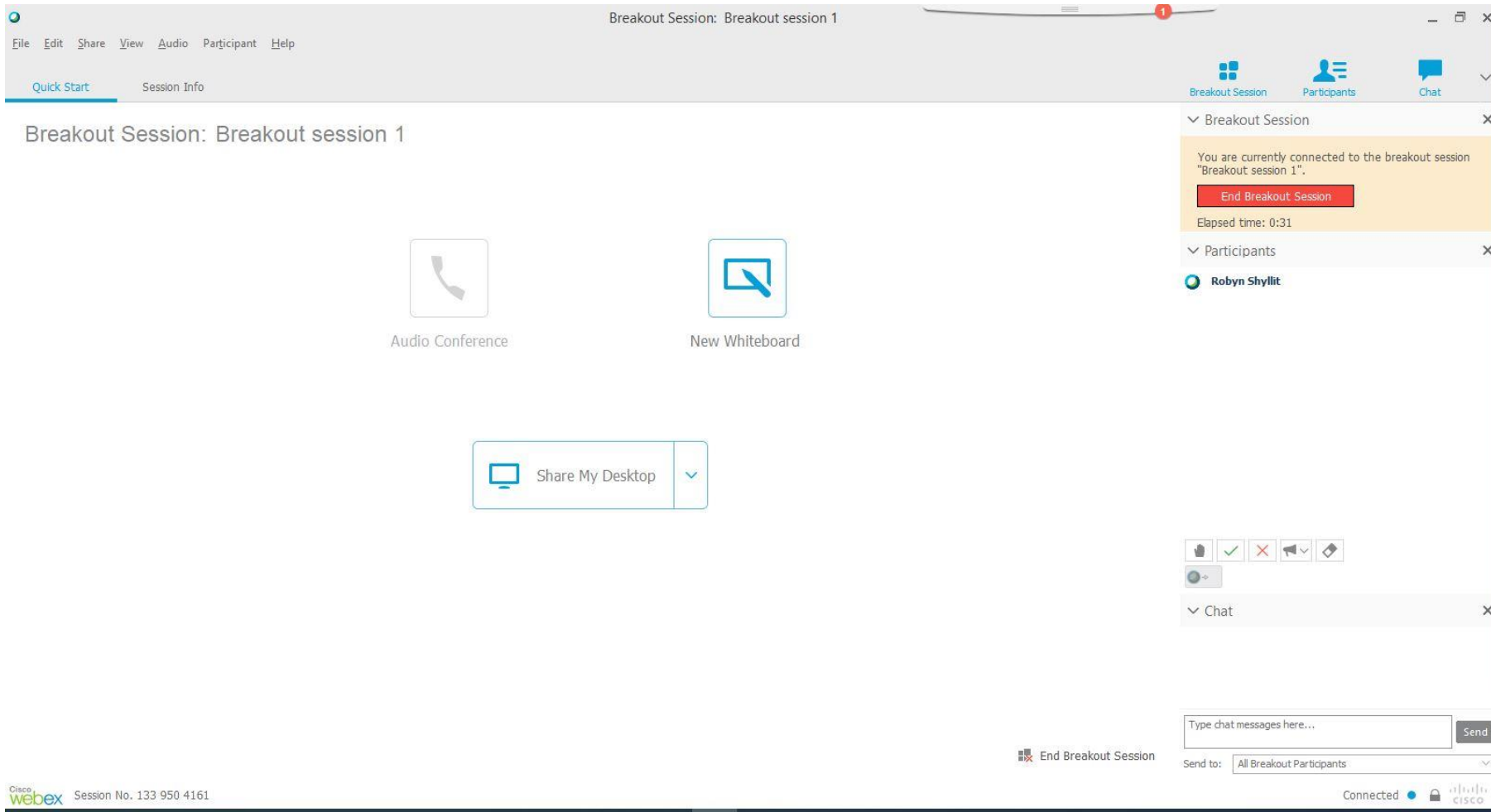
If participating **via computer**:

- **Ask questions by using the chat feature OR click the hand icon** beside your name in the participant list to notify the facilitator that you would like to speak.
- The Facilitator will unmute you before speaking.
- Computer audio issues? Use your phone for audio: click Audio Connection, Switch Connection, then Call Me.

If participating **via phone (no computer)**:

- Ensure you enter your participant ID upon joining the meeting to be able to participate in breakout sessions
- Press *3 to use the 'raise hand' feature
- The facilitator will pause to 'unmute all' to allow phone participants to ask questions during the Q&A

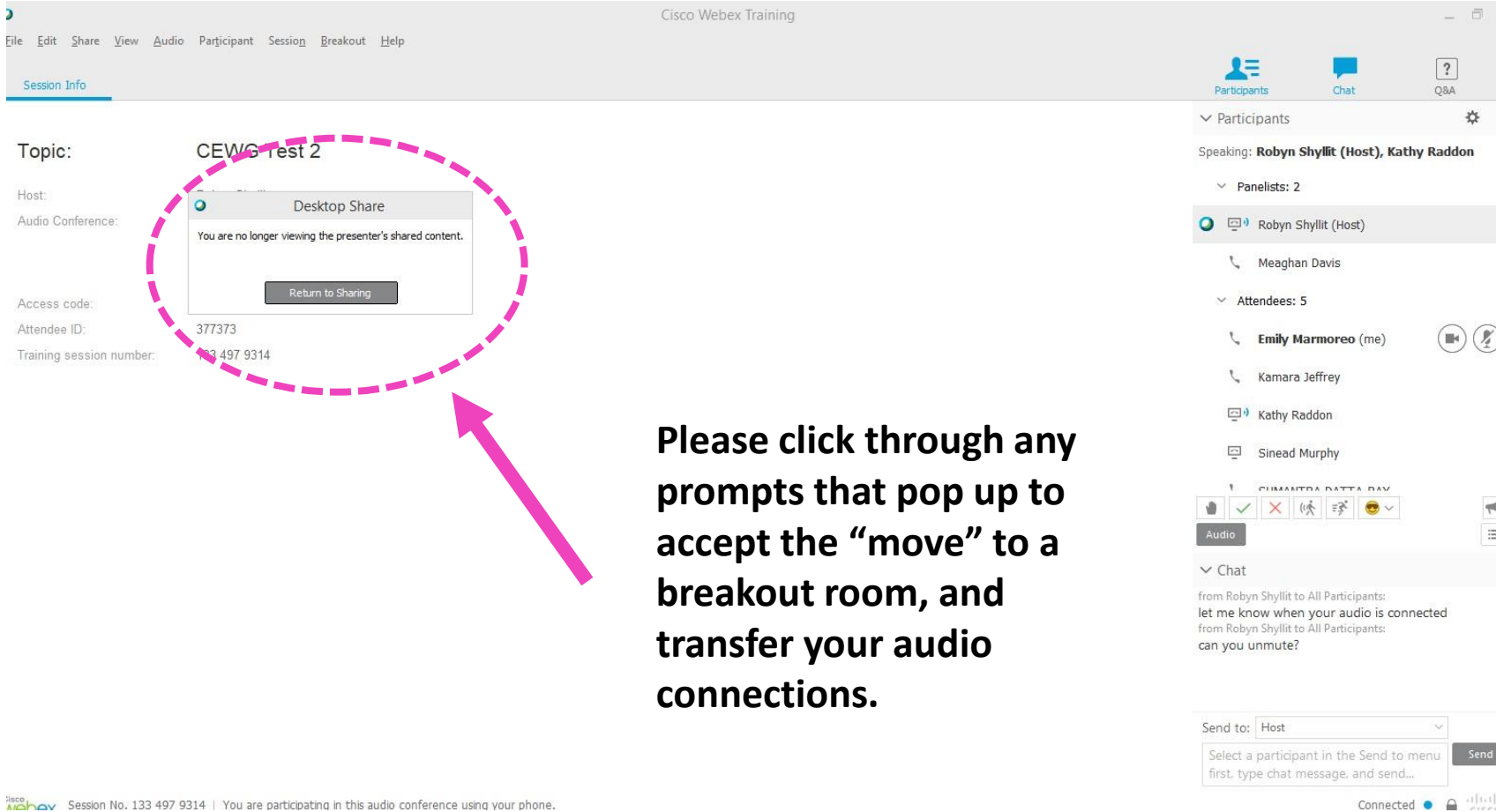
Breakout Session Overview



During the meeting we will split into two breakout groups to allow smaller discussions. The groups are randomly pre-assigned.

Once you are in the breakout group you can unmute yourself at any time to speak with other members.

Breakout Session Overview – Move to Breakout Room



The screenshot displays the Cisco Webex Training interface. On the left, the 'Session Info' panel shows the topic 'CEWG Test 2', host information, audio conference details, access code '377373', attendee ID '133 497 9314', and training session number '133 497 9314'. A 'Desktop Share' dialog box is overlaid on the session info, with a pink dashed circle around it and a pink arrow pointing to it. The dialog box contains the text 'You are no longer viewing the presenter's shared content.' and a 'Return to Sharing' button. On the right, the 'Participants' panel shows a list of participants: Robyn Shyllit (Host), Meaghan Davis, Emily Marmoreo (me), Kamara Jeffrey, Kathy Raddon, and Sinead Murphy. Below the participants list, there are controls for audio and chat. The chat panel shows a message from Robyn Shyllit to all participants: 'let me know when your audio is connected' and 'can you unmute?'. At the bottom left, there is a small Cisco Webex logo and the text 'Session No. 133 497 9314 | You are participating in this audio conference using your phone.'

Please click through any prompts that pop up to accept the “move” to a breakout room, and transfer your audio connections.

- When the facilitator "ends the breakout" session, participants return to the main room in and participants get a thirty second warning.
- Observers, please keep your microphones muted in the breakout rooms.

Breakout Session Practice – 5 minutes

Brainstorm a list of as many things as you can that everyone in the “room” has in common.

Your note taker will share their screen & record. Then we will come back together to hear what made your group’s list.

I.e:

- *Been camping this summer?*
- *Anyone eaten on a patio recently?*
- *Seen the latest season of Drag Race?*
- *Etc.*

Group A

- **Facilitator & Chat Monitor:** Sinead Murphy
- **Notetaking:** Kamara Jeffrey

Group B

- **Facilitator & Chat Monitor:** Emily Marmoreo
- **Notetaking:** Kathy Raddon

Remember!

- **Click on the prompts to ‘accept the move to the breakout room’ and transfer your audio**
- **Reopen the participant list and chat window by hovering over the top of your screen when needed**

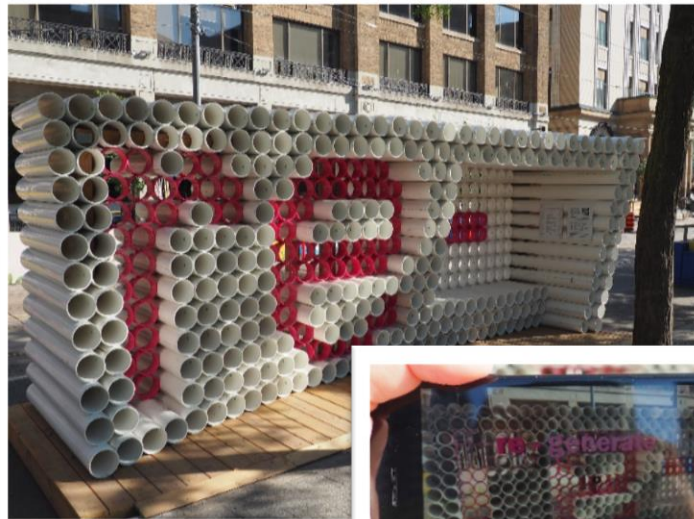
Updates from the City of Toronto



Circular Procurement



Picture of King St Parklet



World Circular Economy Forum 2020 – Sept. 29 and Sept. 30



Program:

1. The circular economy as an accelerator for a sustainable recovery
2. COVID-19's consequences on corporate circularity
3. The journey to a circular economy in the Canada-US region
4. Fostering inclusivity with circularity in Africa's post COVID-19 recovery
5. Partnering through change: new momentum in the emerging circular economy
6. Enabling the circular economy: the role of policy and finance

Register online at <https://www.sitra.fi/en/projects/wceonline/>

Side Event

Reflections from circular cities during a pandemic

Guelph | Toronto |
Montreal Vancouver

Mon., Sept. 28

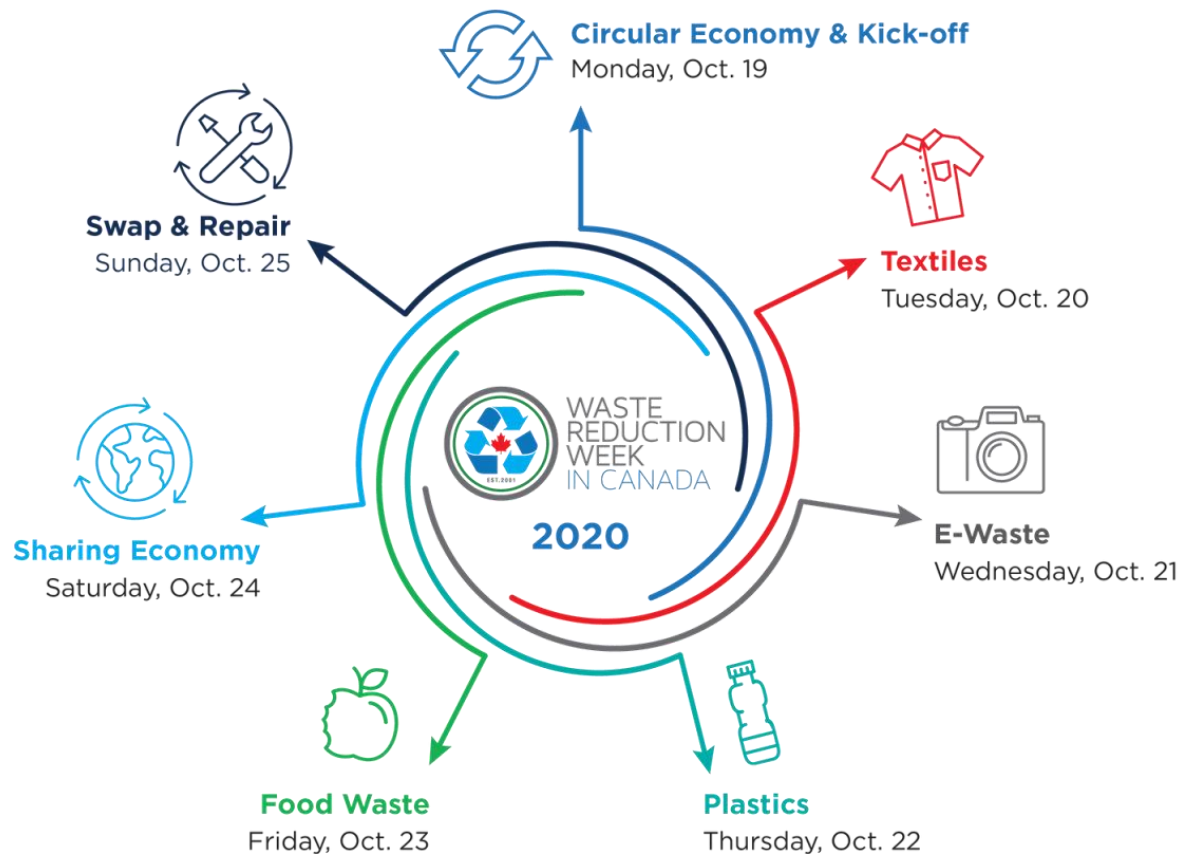
12 pm – 2 pm

[Register online](#)

or here:

Toronto.ca/circulareconomy

Waste Reduction Week in Canada – Oct. 19-25, 2020



- Celebrate Canada’s environmental efforts and achievements on circular economy, resource efficiency, and waste reduction while encouraging new innovative ideas and solutions.
- As the provincial lead, Recycling Council of Ontario is inviting organizations to host an event during Waste Reduction Week to engage communities in the 3Rs and circular economy.
- Participants are encouraged to get creative and organize low-risk and virtual events in light of the pandemic.
- **Register your event** online at www.wrwcanada.com

Questions



Update on Baseline Study and Sector Selection



Baselining for a Circular Toronto Research Project

Research Questions

What is the City of Toronto's existing context for circularity? And, how does the City's existing context help or hinder the ability to transition to a circular economy?

**What criteria should be used to select sectors for the baseline analysis?
What three sectors should be selected?**

How are the materials (used in three sectors) being consumed, processed and disposed of in Toronto?

What does the material flow for these three sectors look like in 2030 if no action is taken?

What are some key focus areas/high-level next steps that could help transition Toronto to a circular economy?

Research Outputs

Landscape analysis
Stakeholder engagement

**Three sectors
selected**

Material flow analysis

Business as usual analysis

Key considerations

Review of Objectives of July Meeting and Baseline Survey

- Presented and validated key research findings of the *Baselining for a Circular Toronto* study with the Circular Economy Working Group
- Provided an opportunity for stakeholders to ask questions about research findings
- Solicited input from stakeholders on:
 - The criteria that can be used to select sectors and value chains for further research
 - The merits of undertaking further research on certain key sectors and value chains
 - Generate a range of ideas and perspectives to inform the Project Steering Committee's decision on which three sectors will be examined for the remainder of the project

Sectors shortlist:

1. Construction and real estate
2. Waste management
3. Consumer goods
4. Trade
5. Manufacturing
6. Hospitality and leisure
7. Food systems

Survey Response Rates

Circular Economy Working Group



Cross-Divisional Circular Economy Working Group
CEI Champions Group (SWMS staff)
Circular Economy and Innovation staff

Results: Stakeholder Perspectives

- Emphasized importance of advancing social outcomes and improve equity
 - Another decision criterion that I would add is “the potential to lift people out of poverty”
- Various perspectives on the approach the City should take
- Desire to see local work/opportunities reflected in the data and analysis
- Comments about the absence of COVID-19 reflect an interest in resilience

Results: Sector Rankings

Food Systems #1

Total: 4.52
Internal: 4.36
External: 4.69

Waste Management #2

Total: 4.37
Internal: 4.22
External: 4.51

Construction & Real Estate #3

Total: 4.12
Internal: 4.04
External: 4.19

Consumer goods #4

Total: 3.96
Internal: 3.82
External: 4.10

Manufacturing #5

Total: 3.92
Internal: 3.60
External: 4.24

Leisure and hospitality #6

Total: 3.87
Internal: 3.79
External: 3.95

Trade #7

Total: 3.64
Internal: 3.40
External: 3.89

Next Steps

Research Outputs

Stakeholder engagement

Kickoff meeting report

Landscape analysis (Tech Memo #1)

Selection criteria

Three sectors selected: **Food Systems, Waste Management (ICI), and Construction and Real Estate**

Material flow analysis (Tech Memo #2)

Business as usual analysis (Tech Memo #3)

Key considerations (Final Report)

Expected Date of Completion

February 2020

April 2020

June 2020

July 2020

August 2020

December 2020

December 2020

March 2021



**We are
here!**

**Data sets and sources to support
Material Flow Analysis and Business As
Usual are welcome from CEWG**

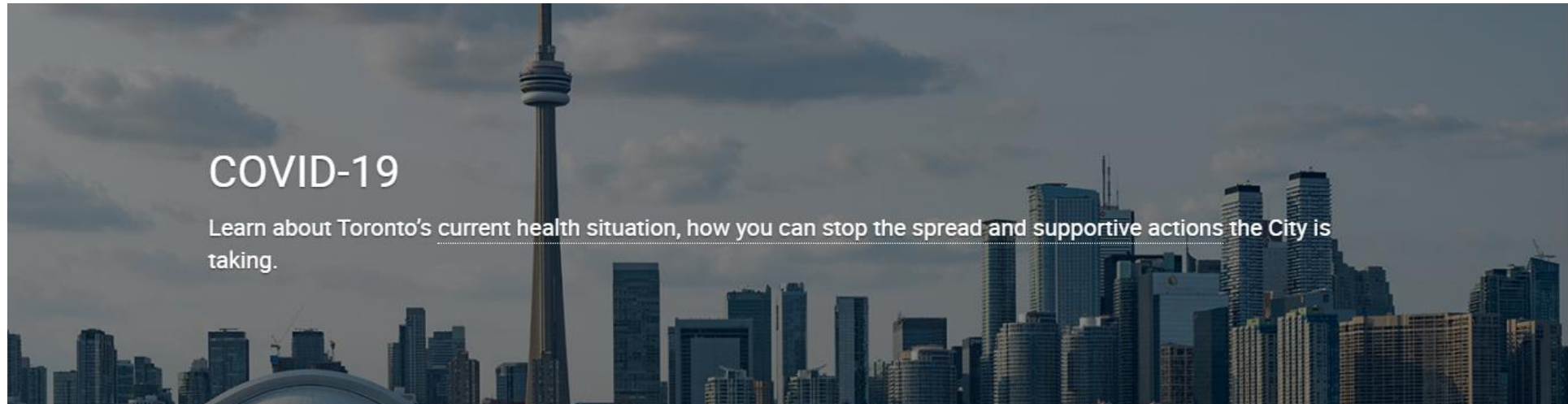
Questions



Circular Economy & COVID-19 Impact Survey



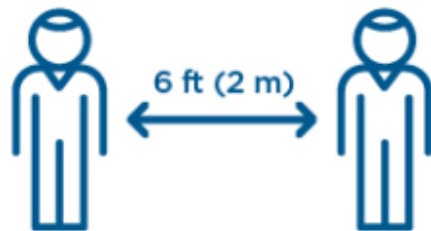
Circular Economy & COVID-19 Impact Survey



COVID-19

Learn about Toronto's current health situation, how you can stop the spread and supportive actions the City is taking.

Physical Distancing



Stay 2 metres (6 feet) apart.

Face Masks



If you can't distance, wear a mask.

Healthy Habits



Wash your hands with soap and water.

Survey Overview

- Organized into three sections:
 1. Impact on Circular Economy and Zero Waste Initiatives in Toronto
 2. Impact on the Circular Economy and Zero Waste Behaviours of Torontonians
 3. The Role of Circular Economy in COVID-19 Recovery
- Issued to 122 people including:
 - Circular Economy Working Group members
 - Community Reduce and Reuse Programs representatives
 - Businesses profiled in the City's circular economy case studies
 - City staff involved in circular economy and zero waste initiatives
- 58% response rate
 - 48% circular economy champions in Toronto
 - 75% circular economy champions at the City

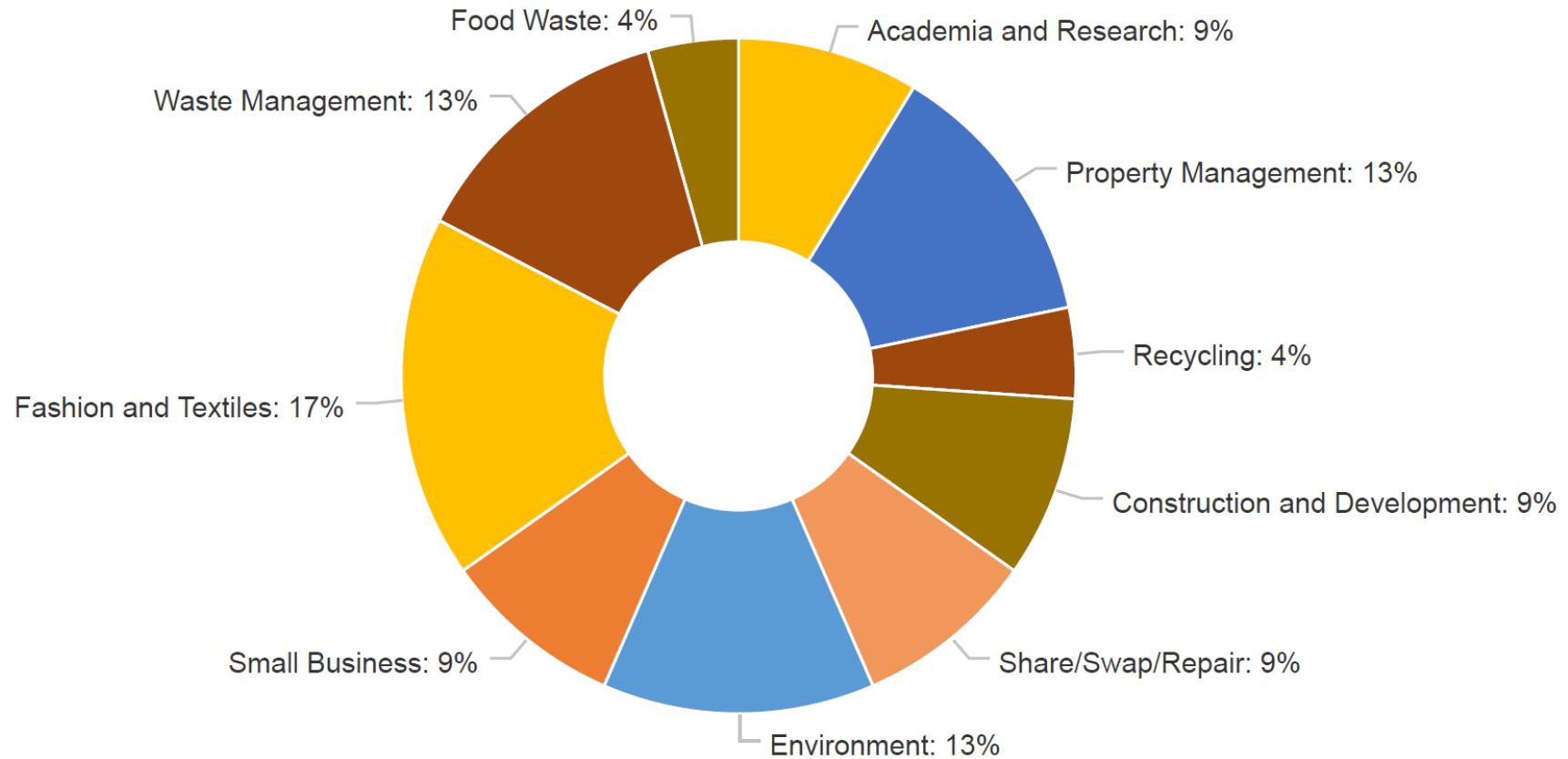
Survey Context

- Survey was completed between June 29 and July 24, 2020
- Survey started three business days after Toronto entered into “Stage 2” of the Province's “Reopening Ontario” framework (on June 24, 2020)
- Stage 2 restrictions included:
 - Most businesses allowed to reopen *with modified services* and public health measures
 - Large public gatherings such as concerts, night clubs and sporting events will continue to be restricted
 - Social gatherings limited to 10 people
 - Physical distancing
- Other
 - End of school year
 - Limited understanding of transmission (e.g., droplets vs. surface transmission)
 - Social equity climate – anti-Black and Indigenous racism

Survey - Representation

- Diverse representation across CEWG membership

Question 3
of COVID-19
Impact Survey

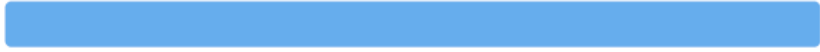










Most and Least Experienced Impacts as a Result of COVID-19

Questions 8 & 9 of COVID-19 Impact Survey

Most experienced impact

Least experienced impact

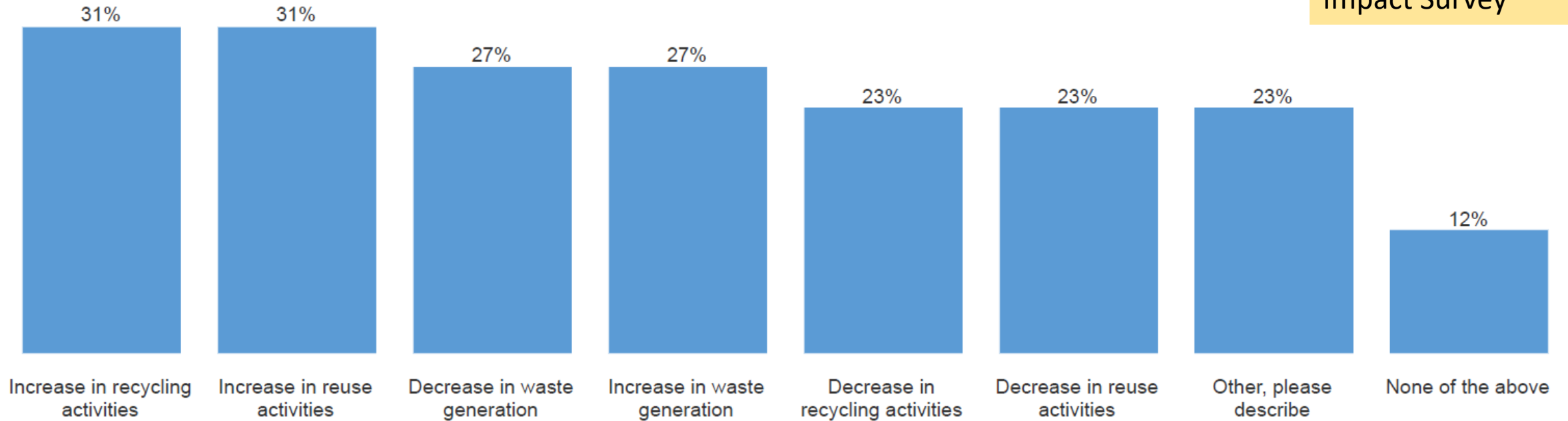
Response	Total	% of responses	%
Staff required to work from home	19		73%
Increase in virtual/digital transactions (such as orders, sales or requests for information)	12		46%
Increase in demand for services	11		42%
Operations deemed essential	11		42%
Operational pressures (such as cancelled contracts or slowed decision making on new contracts)	11		42%
Decrease in demand for products	2		8%
Reduced staff compensation	2		8%
Increase in business hours	1		4%
I am not experiencing any impacts as a result of the COVID-19 pandemic	1		4%
Forced to close with no plans to reopen	0		0%



Top three impacts that respondents are most concerned about

Waste-related Changes from the Impacts Being Experienced

Questions 10 & 11
of COVID-19
Impact Survey



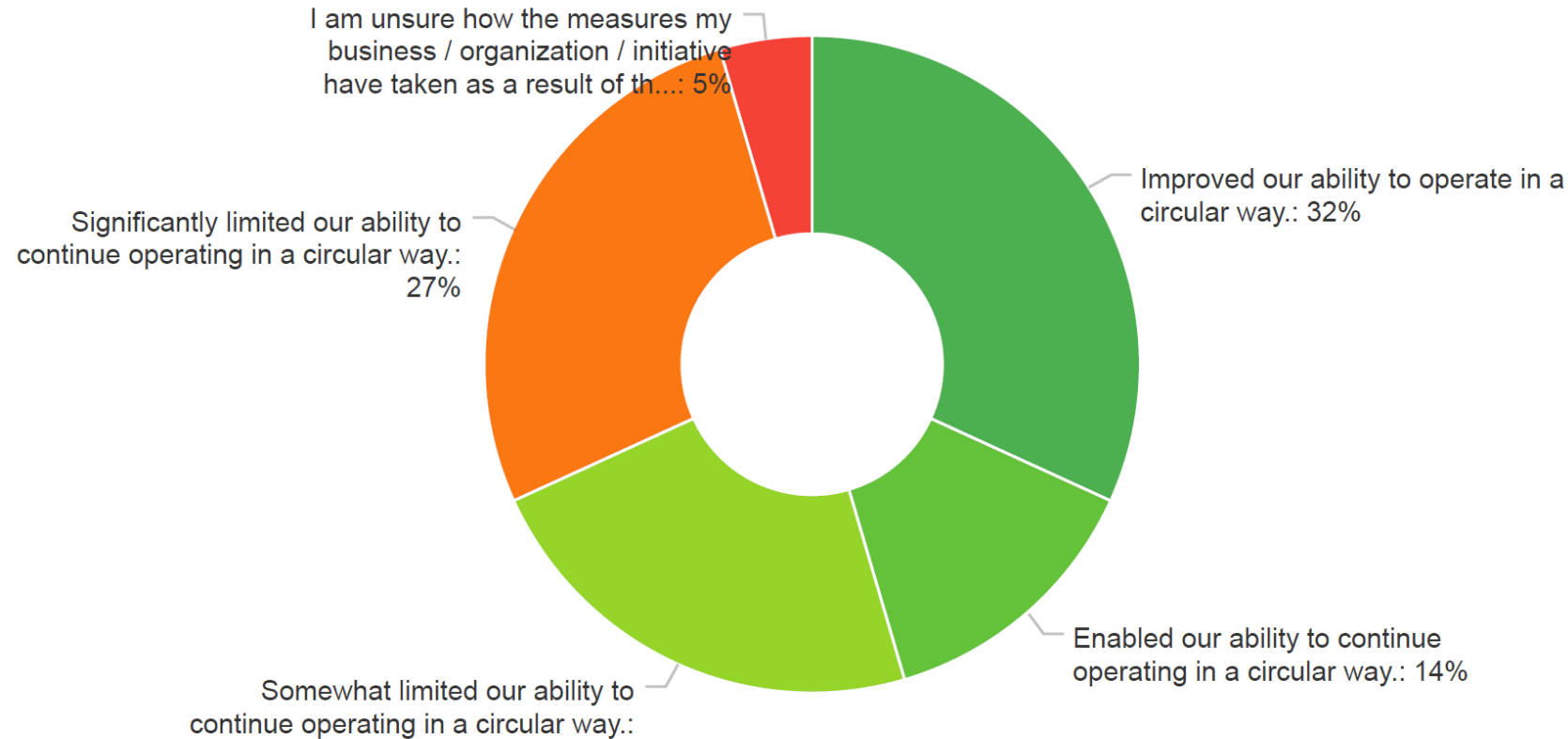
Common Measures Being Taken to Adapt to the New Context

Question 14
of COVID-19
Impact Survey

- **Compliance with public health regulations**
 - Work from home; operating business from residential address
 - Contactless local delivery of goods
 - Appointment only for in-person interactions
 - Ensure materials (such as donated items) are isolated for a period of time to reduce risk of contact transmission
- **Immediate business / service delivery adaptations**
 - Providing sick leave and danger pay for staff
 - Investing in digital tools (e.g., google classroom, video doorbell system at front door)
 - Adjusting service delivery to meet needs of vulnerable clients
 - Introducing new business processes and/or adjusting the focus of the organization to address emergent needs brought on by the pandemic
- **Longer term re-focus on resilience to build back better**
 - Proactive planning to ensure service offerings are resilient and reflect renewed focus on racial equity
 - Redesign of operations to incorporate public health lens

How Measures Have Impacted Ability to 'Operate in a Circular Way' - Q15

Question 15
of COVID-19
Impact Survey



'Operating in a circular way' could include the ability to reduce waste, maximize resources, recover materials, reduce greenhouse gas emissions, provide services, share expertise, or other innovative strategies that you employ to implement or support the principles of zero waste and a circular economy.

How Measures Have Impacted Ability to ‘Operate in a Circular Way’ – Q16&17

- **Examples of measures that have improved or maintained circularity**
 - Technology has facilitated our ability to maintain operations (e.g., online shopping, online meetings, TVs in lobbies for education purposes)
 - Less business travel, attendance at conferences and daily commuting, which has reduced GHGs
 - *Additional theme:* In responding to COVID-19, there have been positive community and social impacts, as well as an improvement in operations
- **Examples of measures that have decreased circularity**
 - Increased reliance on single-use plastics and a decrease in using reusable materials
 - Decreased ability to engage in sharing models
 - Increased use of virgin materials, versus material with recycled content or donated materials
 - *Additional theme:* General changes to operations as a result of COVID has reduced ability to be circular and/or to work towards circularity

Questions 16 & 17
of COVID-19
Impact Survey

Breakout Room Questions

Why do the findings of the COVID-19 impact survey matter?

What can we learn from this information?

What do the results mean for circular momentum in Toronto?

Breakout Room

- The breakout discussion will be 30 minutes.
- Once you are in the breakout group you can unmute yourself at anytime to speak with other members.
- Your note taker will share their screen and record key points for the Report Back.
- **Please click through the prompts to accept the “move” to a breakout room, and transfer your audio connections.**

Group A

- Facilitator: Sinead Murphy
- Chat Monitor & Notetaking: Kamara Jeffrey

Group B

- Facilitator: Emily Marmoreo
- Chat Monitor & Notetaking: Kathy Raddon

Observers, please keep your microphones muted in the breakout rooms.

Breakout Session Discussions

- 1. Why do the findings of the COVID-19 impact survey matter? (13 minutes)**
 - Why are these impacts / trends occurring?
 - Are these findings uniquely relevant to circularity and circular initiatives, or are they more related to the COVID-19 pandemic?
 - What do these findings tell us about circularity?
- 2. What can we learn from this information? (13 minutes)**
 - What do these findings tell us about what is required for a healthy circular ecosystem in Toronto?
 - Are circular businesses and initiatives resilient or vulnerable to shocks?
 - What does this mean for circular economy momentum in Toronto?
- 3. What do the results mean for circular momentum in Toronto in one sentence ? (4 min.)**

Why do the findings of the COVID-19 impact survey matter?

What can we learn from this information?

What do the results mean for circular momentum in Toronto?

Final Wrap Up



Virtual Networking Opportunity

Are you interested in participating in a one-hour, virtual networking session?

Objective

- Provide opportunity for CEWG Members to connect with each other
 - Provide opportunity for CEWG Members to discuss their own circular economy work (challenges and successes)
-
- Limited facilitation from City staff
 - Will take place before Meeting 7

Questions?



Are you interested in participating in a one-hour, virtual networking session?

- A) I am interested
- B) I am interested but not sure if I have the time or can commit
- C) I am not interested

You have 1 minute to complete the Poll.

Remember to click 'submit' for your answer to be counted in the poll results.

Member Updates

From Kiera Toffelmire:

- The [Surplus Food Rescue Program](#) was launched by the Federal government to support Canadian food businesses that had mass surpluses of food products due to the pandemic
- Surplus commodities are purchased off these growers, producers, manufactures, etc., processed if need be and redistributed as donations to non-profits, charities and community groups
- Second Harvest is a core partner in program delivery and interested organizations can access and order surplus commodities via [FoodRescue.ca](#)
- More information: veronicas@secondharvest.ca

From Sophi Robertson:

- The [Food Matters Campaign](#) is a new, free food waste prevention education program for youth 5 to twenty five and includes an Action Kit
- Organized by the [Commission for Environmental Cooperation](#)
- September 29th is [International Day of Awareness of Food Loss and Waste](#)
- More info re: how to assist or copies of the action kit: helloecofriends@gmail.com

Announcements: Ontario Materials Marketplace

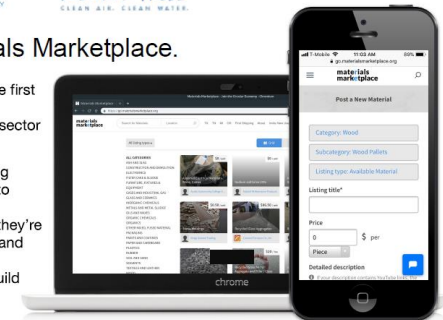
- In 2019, the City of Toronto co-convened the Great Lakes Circular Economy Forum with the UN Environment Programme and the Council of the Great Lakes Region
- The Council of the Great Lakes Region accepted a leadership role on follow-up actions related to regional circular economy momentum
- The Ontario Materials Marketplace is a new initiative to generate reuse and recycling opportunities in Ontario
- The online platform connects businesses and institutions to keep materials and products in use for longer
- The Ontario platform links to similar online marketplaces in a number of US states
- For more information: ontario.materialsmarketplace.org



About the Ontario Materials Marketplace.

The Ontario Materials Marketplace Pilot, the first in Canada, aims to create new reuse and recycling market opportunities for the IC&I sector by allowing:

- **Users** to find a new life for challenging waste and by-product materials and to source recycled feedstocks.
- **Recyclers** to amplify the good work they're already doing to find new customers and end-markets.
- **Entrepreneurs** to track trends and build new reuse and recycling businesses.



National Zero Waste Conference – November 13, 2020



Sessions:

- New Materials
 - The Built Environment
 - Build Back Better
-
- **Register at**
<https://registration.metrovancouver.org/zwc>

“As the world faces unprecedented challenges, we are more committed than ever to accelerating the transition to a circular and zero waste economy, creating solutions that combine economic opportunity with benefits to wider society and the environment”

Next Steps

Meeting 7: Thursday, December 10, 2020

Reminder: We welcome CEWG members to share reports or data sets that could help with material flow analysis on *Food Systems, ICI Waste Management, and Construction and Real Estate*. Email Sinead.Murphy@toronto.ca.

Thank you!

