

Circular Economy Working Group: Meeting 9
September 23, 2021
9:30 am-12:00 pm
Virtual WebEx Meeting

Please see slide deck for more information.

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Welcome, Agenda and Introductions

The meeting was called to order at 9:30 am

Ryan Lo (City of Toronto, Public Consultation Unit) welcomed the group and Sarah Margolius provided a land acknowledgement.

Ryan then reviewed the meeting agenda and meeting objectives. Ryan explained that the meeting will be recorded for record keeping and the recording will not be distributed publicly.

Question and Answer Period with Consultants

Meaghan Davis presented an overview of the *Baselining for a Circular Toronto Project* and introduced the consultants. The consultants included: Yannick Beaudoin, Director General, Ontario and Northern Canada, David Suzuki Foundation; Blake Robinson, Cities Lead, Circle Economy; and Claudia Alessio detto Grassi, Research Analyst, Cities, Circle Economy. Members were asked to watch a one hour presentation on the *Baselining for a Circular Toronto* project in advance of the meeting and were given the opportunity to ask the consultants questions during the meeting.

Member question: how can we use nudges to get the results we are looking for? For example, for construction permits, could we have a minimum number of circular requirements that must be adhered to?

Consultant response: yes, cities have tools like regulations and bylaws

City staff response: this is a great catalyst for conversation to bring together different divisions.

Member question: why isn't recycling included on the material flow analysis for construction?

Consultant response: only 12% of recyclable material is diverted in Ontario, which is much lower than Europe. This is a challenge because the private sector doesn't have to report their waste data.

Member question: have we considered using system indicators, social procurement or collaborative procurement in order to access data from the private sector?

Consultant response: there is a need for unusual collaborations, to exchange data and to build trust between companies within the industrial, commercial and institutional sector.

City staff response: a key finding that came out of every phase of work is the necessity for partnerships and collaboration with other orders of government and across regions. The circular economy file is telling us we have to work differently, in ways we haven't been designed to.

Member question: how do you think you will gather data for the construction sector?

Consultant response: there is a lot of potential in automated systems, artificial intelligence and intersectoral working groups

Member question: can the city focus more directly on regenerating natural systems and citizen engagement, with climate change and mental health as impetus?

Consultant response: some municipalities are already looking at this. Guerilla gardening during the pandemic saw benefits for mental health. We are seeing how circular economy approaches can contribute to this

Member question: how will the City support the need for space, funding for staff, inventory management, safety measures, and zonings? Small organizations were able to pivot quickly at the beginning of the pandemic but need support to do more of this.

City staff response: the City of Toronto currently provides funding through its Waste Reduction Community Grant, program, however, we've learned that where and how we distribute the funding needs to change. We have seen how important charitable organizations are.

Baselining for a Circular Toronto – Introduction to 12 goals

Sinead Murphy presented an overview of how CEWG members provided input into the project.

- CEWG members helped decide which sectors the Material Flow Analysis and Business-as-usual Analysis would focus on (waste management, food and construction sectors)
- CEWG members indicated a significant level of interest in articulating how Toronto's circular economy portfolio is supporting the realization of Sustainable Development Goals

Sinead explained that we included specific goals for the City of Toronto in order to address local challenges. Twelve goals were presented within the waste management, food and construction sectors and across the community. See slides 19 to 22.

Sinead explained how the proposed circular goals were developed:

- Insights obtained through research conducted as part of *Baselining for a Circular Toronto*
- Circle Economy's expertise and experience with circular cities around the world
- Priorities and opportunities outlined by City of Toronto staff
- Informed by the City's new Results Based Accountability (RBA) Framework – focus on outcomes (goals) before means (solutions)

Sinead explained why the proposed circular goals developed in the way that they did:

- *Baselining for a Circular Toronto* is a research project. It is not a circular economy implementation plan or road map
- Purpose of the research project was to assess the current state of circularity in Toronto
- Proposed goals are the first, evidence-based attempt at articulating possible areas of opportunity to support a circular future

Questions for staff about 12 goals

Member comment: I have seen a lot of litter due to increased use of personal protective equipment, more people walking and decreased availability of bins

Member question: regarding one of the community goals, what does the City mean by a “robust ecosystem of reuse, repair and donation”?

Staff response: The goal is to have a strong ecosystem of reuse, repair and donation. We will need all members of society to support the ecosystem. The landscape analysis identified 88 circular initiatives, which is a great start.

Activity 1 – Pulse Check on the 12 Goals

Ryan introduced the activity. He asked members to consider the following questions.

- *What is your initial reaction to the 12 goals?*
- *What other goals are you working towards?*

In Breakout Groups (in WebEx), members were asked to write their responses to the questions in GroupMap

See appendix A.

Activity 2 – Local level awareness

Ryan introduced the activity. Members were asked to answer the following question independently:

- *With the right incentives or regulations to support your work, what specific actions can you and other similar players take to support these goals?*

Members were then asked to join one of the following breakout rooms and enter their answers to the above question into GroupMap:

1. Civil society (individual citizens, equity-deserving communities, civil society organizations, social partners such as trade and labour unions),
2. Businesses, or
3. Education, research institutes, and professional associations.

Members were asked to vote on the following:

- *Which actions do you think will be the most impactful in achieving the 12 goals listed in the Final Report?*

As a group, members were asked to discuss *what conditions or tools need to be in place for the group's top 3 actions to be implementable?* E.g., new by-laws, ban on plastics, new alternative to single-use plastic

See appendix A.

Member Update and Announcements

- BOMA Canada released the Circular Economy Guide for Commercial Real Estate in July 2021. Download it [here](#). Contact Hazel Sutton for more information.
- World Circular Economy Forum: September 13-15, 2021. Watch it again on YouTube.
 - Day 1, September 13: <https://youtu.be/QdpLHiMFUSo>
 - Day 2, September 14: <https://youtu.be/YU0fj1OF-CU>
- Toronto Food Film Festival
 - Sarah Margolius will be moderating a panel discussion called “*That’s a Wrap on Waste – The Importance of Eco-conscious Filmmaking (Talks in the Orchard)*” on October 3 at 12:00pm

The meeting was adjourned at 12:00 pm.

Member Attendees

1. Alison Creba
2. Emily Alfred
3. Emilia Hurd
4. Hazel Sutton
5. Helen Melbourne
6. Jay Thakkar
7. John Ashbee
8. John Gorman (for Keir)
9. Katie Motta
10. Kelly Drennan
11. Leah Barrett
12. Lindsay Macdonald
13. Lisa Sloan
14. Lisa Vanlint (alt for Ed Rubinstein)
15. Lori Andrews
16. Rodney Yip
17. Sarah Margolius
18. Shirin Karoubi
19. Victoria Ho
20. Wai Chu Cheng

City Staff

1. Meaghan Davis, Manager, Circular Economy & Innovation Unit, Solid Waste Management Services (SWMS)
2. Kamara Jeffrey, Senior Project Manager, Circular Economy & Innovation Unit, SWMS
3. Sinead Murphy, Senior Project Manager, Circular Economy & Innovation Unit, SWMS
4. Sumantra Datta-Ray, Senior Engineer, Circular Economy & Innovation Unit, SWMS
5. Emily Marmoreo, Senior Project Lead (Acting), Circular Economy & Innovation Unit, SWMS

6. Kathy Raddon, Project Lead, Circular Economy & Innovation Unit, SWMS
7. Tyler Ward, Toronto Urban Fellow Research Associate, SWMS
8. Ryan Lo, Senior Coordinator, Public Consultation Unit, Policy, Planning and Administration (PPFA)
9. Nathalie Forde, Senior Coordinator, Public Consultation Unit, PPFA
10. Maogosha Pyjor, Senior Coordinator, Public Consultation Unit, PPFA

Appendix A

Activity 1

We asked members: *What other circular goals are you working towards?*

There was a total of 37 comments provided, which members entered under one of the four goal categories (community-wide, food, construction, waste management).

Note: Many of the comments provided were goals members want the City of Toronto to engage in rather than goals members are working towards.

There were five themes that emerged from the data:

1. Improving data collection (7 comments)
2. Increasing financial support and infrastructure support (5 comments)
3. Implementing policy changes at different levels of government to facilitate the transition to a circular economy (8 comments)
4. Implementing procurement policy to facilitate the transition to a circular economy (2 comments)
5. Increasing education and engagement on a variety of topics and for private and public audiences (14 comments)

Activity 2

We asked members: *With the right incentives or regulations to support your work, what specific actions can you and other similar players take to support these goals?*

Members self-selected into one of three groups:

1. Civil society (individual citizens, equity-deserving communities, civil society organizations, social partners such as trade and labour unions) (47 comments)
2. Businesses (16 comments)
3. Education, research institutes, and professional associations (22 comments)

There was a total of 83 comments provided. Staff later applied the comment to one of the four goal categories (community-wide, food, construction, waste management).

The same five themes listed above emerged from the data, as well as a sixth - Increased opportunity for circular materials management.

1. Improve data collection (17 comments)
2. Increase financial support and infrastructure support (16 comments)
3. Implement policy changes at different levels of government to facilitate the transition to a circular economy (14 comments)
4. Implement procurement policy to facilitate the transition to a circular economy (5 comments)
5. Increased education and engagement on a variety of topics and for private and public audiences (22 comments)
6. Increased opportunity for circular materials management (9 comments)

Circular Economy Working Group

Meeting 9
Thursday, September 23, 2021
9:30 am
WebEx



Log-in details

Meeting Number: 177 296 4564

Meeting Password: CEWG9

To join by computer

1. Go to
<https://toronto.webex.com/toronto/j.php?MTID=m66cbf21e4f0a100c0e2c7efdc0850fd1>
2. If requested, enter your name and email address.
3. If a password is required, enter the meeting password: CEWG9
4. Click "Join".
5. Follow the instructions that appear on your screen.

Need TECH help?

Nathalie.Forde@Toronto.ca

416-392-3248

To join by phone

To receive a call back, provide your phone number when you join the meeting, or call the number below and enter the access code.

Canada Toll: +1-416-915-6530

Canada Toll (Toronto): +1-647-484-1598

Having trouble dialing in? Try these backup numbers:

Canada Toll: +1-416-915-6530

Access code: 177 296 4564

Global call-in numbers:

<https://toronto.webex.com/toronto/globalcallin.php?MTID=m837b4419fa6ac756b806aff98b66be7e>

Indigenous Land Acknowledgement

We acknowledge the land we are meeting on is the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. We also acknowledge that Toronto is covered by Treaty 13 with the Mississauga's of the Credit.

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.

Online Code of Conduct

Members & Staff

- ✓ Reduce multi-tasking and focus on the active meeting
- ✓ Close all other files, programs and computer windows
- ✓ Be patient with technology changes, glitches and challenges

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 9 Objectives

Give CEWG opportunity
to ask consultants
questions about
Baselining for a Circular
Toronto presentation

Gather local
perspective on 12 goals
identified in Baselining
for a Circular Toronto
study

Virtual Meeting Team

- **Facilitator:** Ryan Lo
- **Presenters:** Meaghan Davis, Sinead Murphy
- **Technology Monitor:** Nathalie Forde
- **Participants:** CEWG Members
- **Notetaking:** Emily Marmoreo
- **Chat Monitor:** Emily Marmoreo

Breakout Sessions

Facilitators and Note Takers:

Emily Marmoreo

Kathy Raddon

Kamara Jeffery

Maogosha Pyjor

Sinead Murphy

Sumantra Data-Ray

Agenda

Length	Activity
10 min	Welcome, Introductions to Baseline Consultants
30 min	Q&A with Baseline Consultants
10 min	Break #1
15 min	Presentation: Baseline for a Circular Toronto
15 min	Activity 1: Pulse Check
25 min	Activity 2: Local Level Actions
10 min	Break #2
30 min	Activity 2 continued
5 min	Wrap-Up

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.



If you are only using the phone, please use *6 to unmute yourself



Baselining for a Circular Toronto Project Overview



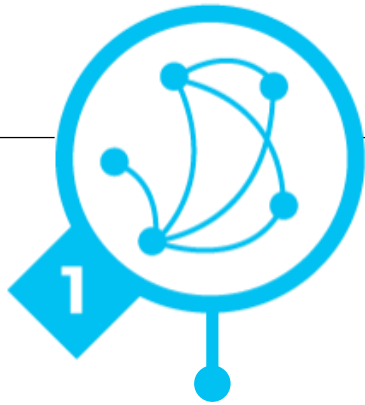
Baselining for a Circular Toronto Project Overview

- The **Long Term Waste Management Strategy** (2016) set an aspirational goal of zero waste and circular economy
- The **Circular Economy and Innovation unit (CEI)** was formed to help the City of Toronto determine:
 - What could this aspirational goal mean in practice?
 - What programs, policies, partnerships, and investments are necessary to operationalize circular economy goals?
- Baselining for a Circular Toronto is the first major study that attempts to answer these questions



Baselining for a Circular Toronto Project Timeline

Summer 2020

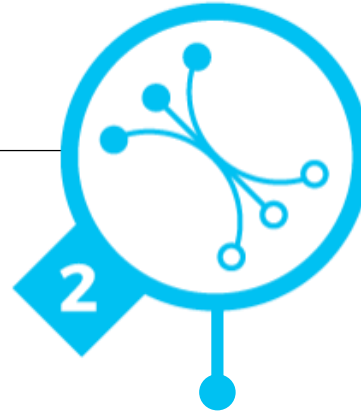


LANDSCAPE ANALYSIS

***WHICH SECTORS SHOULD WE
FOCUS ON?***

Assessed Toronto's current economic, environmental, social, and policy conditions related to a circular economy

Spring 2021

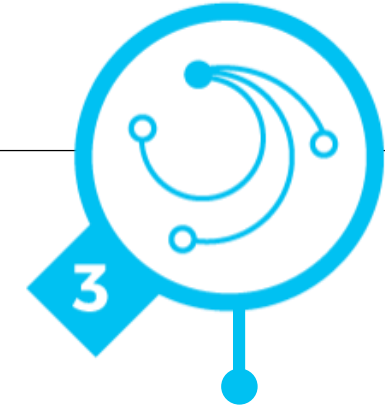


MATERIAL FLOW ANALYSIS

***HOW ARE MATERIALS BEING CONSUMED
AND DISPOSED OF?***

Modeled material consumption and disposal in three key economic sectors, and projects future consumption and disposal rates to 2030

Summer 2021



FINAL REPORT

***WHAT ARE THE KEY
CONSIDERATIONS MOVING
FORWARD?***

Identified key focus areas and high level next steps for the City's circular transition

Introduction to *Baselining for a Circular Toronto* Consultants



Yannick Beaudoin

Director General, Ontario and Northern
Canada, David Suzuki Foundation



Blake Robinson

Cities Lead
Circle Economy



Claudia Alessio detto Grassi

Research Analyst, Cities
Circle Economy

Question & Answer Period with David Suzuki Foundation and Circle Economy



Need tech help?
Nathalie.Forde@Toronto.ca
416.392.3248

BREAK - 10 minutes



Baselining for a Circular Toronto



CEWG member input into *Baselining for a Circular Toronto*

CEWG members helped decide which sectors the Material Flow Analysis and Business-as-usual Analysis would focus on

- Waste management, construction and food systems

CEWG members indicated a significant level of interest in articulating how Toronto's circular economy portfolio is supporting the realization of Sustainable Development Goals

- SDG 12 - responsible production and consumption
- SDG 7 - Affordable and clean energy
- SDG 11 - Sustainable cities and communities
 - *And many more*

Proposed circular goals from *Baselining for a Circular Toronto*

9 sector-specific goals to guide transition to a more circular state

3 community-wide goals to reflect cross-cutting nature of the circular economy

Important:

- This is not a comprehensive list of all possible goals
- The goals need to be refined and agreed upon by a broad range of stakeholders

Community-wide goals

- 1 Toronto reduces its overall material consumption
- 2 Toronto is a leader in attracting and supporting businesses that contribute to the circular economy
- 3 Toronto sustains a robust ecosystem of reuse, repair and donation



Circular waste management goals

1

Toronto minimizes waste generation



2

Toronto stimulates a thriving market for secondary materials



3

Toronto improves the transparency, accessibility and verifiability of waste data throughout the City



Circular construction goals

- 1 Toronto develops a future-proof build environment aligned with circular economy principles
- 2 Toronto increase the quantity and quality of data on construction and demolition materials to recover as much materials embedded in its buildings stock as possible
- 3 Toronto promotes high value recycling and material recovery of construction and demolition waste



Circular food goals

1 Toronto promotes healthy food for all, sourced as regionally as possible, and as sustainably produced, processed, packaged and distributed as possible



2 Toronto minimizes avoidable food waste through food rescue and redistribution to interest partners and/residents



3 Toronto promotes food waste avoidance



How were the proposed circular goals developed?

- **Insights** obtained through research conducted as part of *Baselining for a Circular Toronto*
- Circle Economy's **expertise and experience** with circular cities around the world
- **Priorities and opportunities** outlined by City of Toronto staff
- Informed by the City's new **Results Based Accountability** (RBA) Framework – focus on outcomes (goals) before means (solutions)

Why were the proposed circular goals developed that way?

- *Baselining for a Circular Toronto* is a **research project**. It is not a circular economy implementation plan or road map
- Purpose of the research project was to **assess the current state** of circularity in Toronto
- Proposed goals are the **first, evidence-based attempt** at articulating possible areas of opportunity to support a circular future

Questions



Activity 1: Pulse Check



Activity 1 – Pulse Check on the 12 Goals

1. What is your initial reaction to the 12 goals?
2. What other goals are you working towards?

GroupMap

Use GroupMap to share your thoughts with us.



Need tech help?

Nathalie.Forde@Toronto.ca

416.392.3248

Think better together. Online brainstorming and group decision-making



Q1 What is your initial reaction to the 12 goals?

Choose at least 1

- 

They excite me!
- 

It is almost there.
- 

They miss the mark.
- 

I need more coffee...

Brainstorm

In addition to the 12 listed goals, what other circular goals are you working towards?

✕

What more are you doing that you want us to know about?
Everyone can add Brainstorming collaboratively

Waste Management :



Construction :



Food :



Community-wide :



2. Additional Goals

Let's Join Our GroupMap!

Need tech help?
Nathalie.Forde@Toronto.ca
416.392.3248

1. In a new web browser tab go to:
join.groupmap.com

2. Enter code:
8FF-4ED-97C

3. Leave your **WebEx** window
OPEN in the background



Or use the
link in Chat

Activity 2: Local Level Actions



Step 1: Independent Brainstorm (10 minutes)

On your own, answer the following question using the GroupMap chart:

With the right incentives or regulations to support your work, what specific actions can you and other similar players take to support these goals?

Choose your own breakout room

When the breakout rooms open, please join the room that best represents you or your organization:

1. **Civil society** (individual citizens, equity-deserving communities, civil society organizations, social partners such as trade and labour unions)
2. **Businesses**
3. **Education, research institutes, and professional associations**



Brainstorm

Answer the following question on your own:

With the right incentives or regulations to support your work, what specific actions can you and other similar players take to support these goals?

Everyone can add Brainstorming collaboratively



Waste Management: 1. Toronto minimizes waste generation :



Waste Management: 2. Toronto stimulates a thriving market for secondary materials :

E.g. Engage with and contribute to Toronto's secondary materials market, both supplying and demanding materials.



Waste Management: 3. Toronto improves the transparency, accessibility and verifiability of waste data throughout the city :



Construction: 4. Toronto develops a future-proof built environment aligned with circular economy principles :



Construction: 5. Toronto increases the quantity and quality of data on construction and demolition materials to recover as much materials embedded in its building stock as possible :

E.g. Share details of their homes and consult online platforms before buying a house.



Construction: 6. Toronto promotes high value recycling and material recovery of C&D waste :



Food: 7. Toronto promotes healthy food for all, sourced as regionally as possible, and as sustainably produced, processed, packaged and distributed as possible :



Food: 8. Toronto minimizes avoidable food waste through food rescue and redistribution to interested partners and/or residents :



Food: 9. Toronto promotes food waste avoidance :

E.g. Learn about how to use expiry dates correctly to minimise food waste.



Step 2: Review

In breakout groups:

- 1. Facilitators will review the actions with the group**
- 2. Facilitators and members can ask clarifying questions**

5 minutes

Step 3: Vote

Vote!

Which actions do you think will be the most impactful in achieving these goals?

You have 3 votes

5 minutes

Brainstorm → Review → **Vote** → Discuss

CEWG Meeting #9 Activity #2 (Civil Society) ⚙

🔍 PARTICIPANTS 1/51 **INVITE** RSR

Vote Which actions do you think will be the most impactful in achieving these goals?

You have 3 votes You can allocate multiple votes per idea

You have 1 votes left

Waste Management: 1. Toronto minimizes waste generation :

TEST - 1 +

Waste Management: 2. Toronto stimulates a thriving secondary materials market :

E.g. Engage with and contribute to Toronto's secondary materials market, both supplying and demanding materials.

Click + to vote

Waste Management: 3. Toronto improves the transparency, accessibility and verifiability of waste data throughout the city :

You have 3 votes

Construction: 4. Toronto develops a future-proof built environment aligned with circular economy principles :

TEST - 1 +

Construction: 5. Toronto increases the quantity and quality of data on construction and demolition, and encourages as much materials embedded in its building stock as possible :

E.g. Share details of their homes and construction online platforms before buying a house.

TEST - +

TEST - +

Construction: 6. Toronto promotes high value recycling and material recovery of C&D waste :

Scroll to see ideas

Food: 7. Toronto promotes healthy food for all, sourced as regionally as possible, and as sustainably produced, processed, packaged and distributed as possible :

TEST - +


Food: 8. Toronto minimizes avoidable food waste through food rescue and redistribution to interested partners and/or residents :

TEST - +

Food: 9. Toronto promotes food waste avoidance :

E.g. Learn about food waste avoidance strategies and updates correctly to minimise food waste.

TEST - +



38

Solid Waste Management Services

Step 4: Discuss

In your group, discuss:

What conditions or tools need to be in place for our group's top 3 actions to be implementable?

E.g., new by-laws, ban on plastics, new alternative to single-use plastic

15 minutes

Step 5: Report back to main group

Facilitators will report back from breakout room

Your input on these goals will be incorporated in the next steps that the City team will be taking to move forward this portfolio

15 minutes

Let's Join Our GroupMap!

Need tech help?
Nathalie.Forde@Toronto.ca
416.392.3248

1. In a new web browser tab go to:
join.groupmap.com

2. Enter code

- **Civil Society:** **FBE-277-D71**
- **Businesses:** **56A-22C-B76**
- **Education:** **8DA-8AF-A1B**

3. Leave your **WebEx** window
OPEN in the background

If you are only
using the phone,
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unmute yourself

Or use the
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Thank You



Member Updates and Announcements

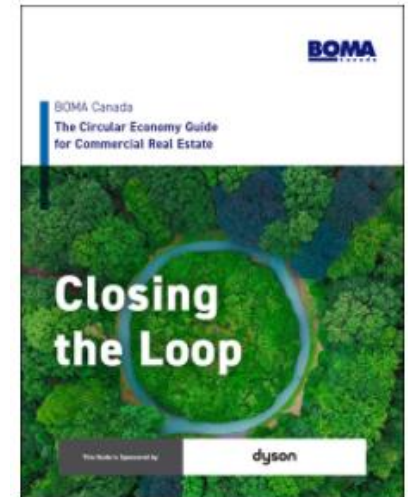


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Member Updates and Announcements

Toronto Food Film Festival
October 1-3, 2021

<https://www.torontofoodfilmfest.com/tfff-2021>

Sarah Margolius will be moderating a panel discussion called *“That’s a Wrap on Waste – The Importance of Eco-conscious Filmmaking (Talks in the Orchard)”* on October 3 at 12:00pm



Next Steps

- We will consolidate the responses and share the results with you
- We will be planning our final CEWG meeting

Thank You

