

**Circular Economy Working Group: Meeting 10**  
**December 8, 2021**  
**3:00 pm-4:30 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 3 pm

**Ryan Lo** (City of Toronto, Public Consultation Unit) welcomed the group and Emily Marmoreo 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.

**Remarks from Director, Policy, Planning & Outreach**

Annette Synowiec provided remarks on the Circular Economy Working Group (CEWG). She reflected on the development of the group, members' contribution to the City's work and how other municipalities have used CEWG as a model for best practices

**Emerging Themes from Meetings 8 and 9**

Emily Marmoreo presented the emerging themes from Meetings 8 and 9. City staff coded the comments provided by members during activities and the themes that emerged were presented to members. The numbers in brackets represent the number of comments for that theme.

### Meeting 8 Activity 1: Retrospective about CEWG meetings to date

What went well?	What could have gone better (and other comments and questions)?
<b>Emerging themes:</b> <ol style="list-style-type: none"> <li>1. Meeting structure (5)</li> <li>2. Liked the sector representation (3)</li> <li>3. Information received during meetings (2)</li> </ol>	<b>Emerging themes:</b> <ol style="list-style-type: none"> <li>1. Clearer objectives for the working group to achieve over the course of its term, and in particular specific targets, actions, and/or assignments that members could take on (9)</li> <li>2. Better understanding of how they are contributing to the City's work (6)</li> <li>3. Would have liked member's expertise and experience to be leveraged more effectively during meetings (5)</li> <li>4. Would have liked more networking opportunities between meetings (4)</li> </ol>

### Meeting 8 Activity 2: Looking to the Future

*What are the strengths and weaknesses of the City's approach to engagement and collaboration to build a circular economy?*

Strengths	Weaknesses	Opportunities
<b>Emerging themes:</b> <ol style="list-style-type: none"> <li>1. The City's role as global leader and influencer (6)</li> </ol> <p>Members provided other strengths however no common theme emerged</p>	<b>Emerging themes:</b> <ol style="list-style-type: none"> <li>1. Bureaucracy may be risk adverse (8)</li> <li>2. Lack of information about what residents can do to shift Toronto to a circular economy (7)</li> </ol>	<b>Emerging themes:</b> <ol style="list-style-type: none"> <li>1. Opportunity for the City to educate and engage (14)</li> <li>2. Opportunity for the City to support collaboration between different stakeholders (11)</li> <li>3. Opportunity for the City to provide funding / infrastructure / support (8)</li> </ol>

### Meeting 9 Activity 1: Review of goals presented in Baseline for a Circular Toronto Study

What other circular goals are you working towards?
<p><i>Note: Many of the comments provided were goals members want the City of Toronto to engage in rather than goals members are working towards.</i></p> <p><b>Emerging themes:</b></p> <ol style="list-style-type: none"> <li>1. Increase education and engagement on a variety of topics and for private and public audiences (14)</li> <li>2. Implement policy changes at different levels of government to facilitate the transition to a circular economy (8)</li> <li>3. Improve data collection (7)</li> <li>4. Increase financial support and infrastructure support (5)</li> <li>5. Implement procurement policy to facilitate the transition to a circular economy (2)</li> </ol>

## Meeting 9 Activity 2: What can you do to support these goals?

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

### **Emerging themes:**

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

## **Member Reflections on Circular Work-to-date and Future Work**

Rodney Yip, Jay Thakkar, Hazel Sutton and Wai Chu Cheng presented on their work

## **CEWG Objectives and Key Accomplishments**

Meaghan Davis provided an overview of how CEWG members helped Toronto become more circular.

- Shaped the objectives of three-year CEWG term (Mar. 2019)
- Suggested sector-specific engagement strategies (Jul. 2019)
- Consulted on the Single-use and Takeaway Item Reduction Strategy (Oct. 2019)
- Proposed how resilience can be incorporated into future circular economy strategies (Circular City & Resilient City Alignment) (Nov. 2019)
- Contributed to the City's analysis of the impacts of COVID-19 Impact on the circular economy in Toronto (Jul. 2020)
- Input on which sectors the *Baselining for a Circular Toronto study* should focus on, as well as additional feedback on areas for opportunity in the analysis (July 2020)
- Gave advice on the development of future circular economy working groups (Feb. 2021)
- Provided advice on engagement approaches on circular economy (Sept. 2021)

## **Close of Circular Economy Working Group 2019-2021**

The meeting was adjourned at 4:30 pm.

## **Member Attendees**

1. Alison Creba
2. Dan Kershaw
3. Hazel Sutton
4. Helen Melbourne
5. Helene St. Jacques
6. Ivan Wadgyamar
7. Jay Thakkar
8. Kelly Drennan
9. Leah Barrett
10. Lindsay Macdonald

11. Lisa Sloan
12. Lisa Vanlint
13. Lori Andrews
14. Rodney Yip
15. Sarah Margolius
16. Shirin Karoubi
17. Victoria Ho
18. Wai Chu Cheng

### **City Staff**

1. Annette Synowiec, Director, Policy, Planning and Outreach, Solid Waste Management Services (SWMS)
2. Angela Doyle, Senior Project Manager, Policy, Planning and Outreach, SWMS
3. Meghan Davis, Manager, Circular Economy & Innovation Unit, SWMS
4. Kamara Jeffrey, Senior Project Manager, Circular Economy & Innovation Unit, SWMS
5. Sinead Murphy, Senior Project Manager, Circular Economy & Innovation Unit, SWMS
6. Sumantra Datta-Ray, Senior Engineer, Circular Economy & Innovation Unit, SWMS
7. Emily Marmoreo, Senior Project Lead (Acting), Circular Economy & Innovation Unit, SWMS
8. Kathy Raddon, Project Lead, Circular Economy & Innovation Unit, SWMS
9. Andrius Ragainis, Project Lead, Circular Economy & Innovation Unit, SWMS
10. Raquel Ingram, Project Lead, Solid Waste Policy and Planning, SWMS
11. Arcot Shivakumar, Manager, Manager Environmental Health and Safety, SWMS
12. Ryan Lo, Senior Coordinator, Public Consultation Unit, Policy, Planning and Administration (PPFA)
13. Nathalie Forde, Senior Coordinator, Public Consultation Unit, PPFA

# Circular Economy Working Group

Meeting 10  
Wednesday, December 7, 2021  
3:00 pm  
WebEx



# Log-in details

Meeting Number: 2453 615 4525

Meeting Password: CEWG10

## To join by computer

1. Go to  
<https://toronto.webex.com/toronto/j.php?MTID=me066a7140bc77cac165d507f22f8f24b>
2. If requested, enter your name and email address.
3. If a password is required, enter the meeting password: CEWG10
4. Click "Join".
5. Follow the instructions that appear on your screen.

## Need TECH help?

[Nathalie.Forde@Toronto.ca](mailto:Nathalie.Forde@Toronto.ca)

**416-392-3556**

## 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: 2453 615 4525

[Global call-in numbers \(webex.com\)](#)

# Indigenous Land Acknowledgement

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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 10 Objectives

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Hear members' reflections on their circular work to date and future work

Close the 2018-2021 Circular Economy Working Group Term

## Virtual Meeting Team

- **Facilitator:** Ryan Lo
- **Presenters:** Annette Synowiec, Meaghan Davis, Emily Marmoreo
- **Technology Monitor:** Nathalie Forde
- **Participants:** CEWG Members

# Agenda

Length	Activity
10 min	Welcome
5 min	Remarks from Director, Policy, Planning & Outreach
15 min	Emerging Themes from Meetings 8 and 9
30 min	Member Presentations and Discussion
5 min	Break
15 min	CEWG Key Accomplishments
10 min	Close of Circular Economy Working Group

# WebEx Overview

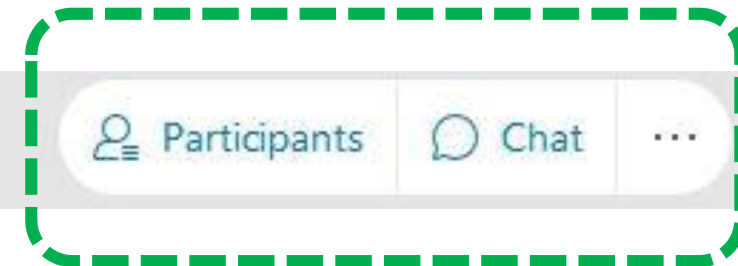
- **Turn on your Chat & Participant List windows**

\*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



## Remarks from Director, Policy, Planning & Support



## Emerging Themes from Meetings 8 and 9



# Meeting 8 - February 23, 2021 - Activities

**Activity 1: Retrospective:** *Consider things like logistics, format, content, membership, outcomes, etc.*

- What went well?
- What could have gone better (and other comments and questions)?

## **Activity 2: Looking to the Future**

- What are the strengths and weaknesses of the City's approach to engagement and collaboration to build a circular economy?
  - Strengths
  - Weaknesses
  - Opportunities



# Meeting 8 - Activity 1 - Emerging Themes from Data Analysis

What went well?	What could have gone better (and other comments and questions)?
<ul style="list-style-type: none"><li>• Meeting structure (5)</li><li>• Liked the sector representation (3)</li><li>• Information received during meetings (2)</li></ul>	<ul style="list-style-type: none"><li>• Clearer objectives for the working group to achieve over the course of its term, and in particular specific targets, actions, and/or assignments that members could take on (9)</li><li>• Better understanding of how they are contributing to the City's work (6)</li><li>• Would have liked member's expertise and experience to be leveraged more effectively during meetings (5)</li><li>• Would have liked more networking opportunities between meetings (4)</li></ul>

# Meeting 8 - Activity 2 - Future Engagement & Collaboration

## We asked you:

What is your advice on the City's approach to engagement and collaboration to build a circular economy?

### Strengths

- What does the City do well?
- What unique powers and assets does the City have?

### Weakness

- What is the City generally not good at?
- Where does the City need to improve?

### Opportunities

- Who should the City be working with as potential partners and collaborators?
- What trends and changes in the sector should the City take advantage of?
- What actions, innovations and strategies should the City use?

# Meeting 8 - Activity 2 - Emerging Themes from Data Analysis

Strengths, weaknesses and opportunities of the City's approach to engagement and collaboration to build a circular economy

Strengths	Weaknesses	Opportunities
<ul style="list-style-type: none"><li>• The City's role as global leader and influencer (6)</li><li>• Members provided other strengths however no common theme emerged</li></ul>	<ul style="list-style-type: none"><li>• Bureaucracy may be risk adverse (8)</li><li>• Lack of information about what residents can do to shift Toronto to a circular economy (7)</li></ul>	<ul style="list-style-type: none"><li>• Opportunity for the City to educate and engage (14)</li><li>• Opportunity for the City to support collaboration between different stakeholders (11)</li><li>• Opportunity for the City to provide funding / infrastructure / support (8)</li></ul>

# Meeting 9 - September 21, 2021 - Activities

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## **Activity 1: Review of goals presented in Baseline for a Circular Toronto Study**

- What other circular goals are you working towards?

## **Activity 2: What can you do to support these goals?**

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

# Activity 1 - Emerging Themes from Data Analysis

## What other circular goals are you working towards?

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

## Activity 2 - Emerging Themes from Data Analysis

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

1. Increasing education and engagement on a variety of topics and for private and public audiences (22)
2. Improving data collection (17)
3. Increasing financial support and infrastructure support (16)
4. Implementing policy changes at different levels of government to facilitate the transition to a circular economy (14)
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## Member Presentations & Discussion



# Reflections on Circular Work-to-date and Future Work

In relation to your work transitioning Toronto to a circular economy:

- *What is the biggest change you've seen between 2019 and 2021?*
- *What was the coolest thing you learned/heard this year?*
- *What are you looking forward to and what are you excited about in 2022?*



The background features several large, stylized circles in shades of orange and brown. A solid green horizontal bar is positioned at the bottom of the image. The text "Rodney Yip" is centered in a bold, dark brown font.

**Rodney Yip**

# What is the biggest change you've seen between 2019 and 2021?

- Big interest from startups and small businesses for Materials Exchange
- Property Developers looking at Circular Economy / Waste Diversion as a client engagement tool
- Interest in biomatter upcycling
- Attitude shift from recycling to reuse / repurpose / repair / upcycle

# What was the coolest thing you learned or heard this year?

- Startups baking circular economy principles into their business plan (feedstock to disposal)
- University X is developing a Green Production Certificate for film and TV

# What are you looking forward to and what are you excited about in 2022?

- Finalization of the University X Green Production Certificate
- Startups executing Circular Economy principles
- Continued property developer engagement
- Textile diversion and upcycling projects
- Connecting businesses with feedstock
- HUGE Circular Economy grants 😊

The background features several large, overlapping circles in shades of orange and brown. A solid green horizontal bar is positioned at the bottom of the image. The text "Jay Thakkar" is centered in a bold, dark brown font with a slight shadow effect.

**Jay Thakkar**

The background features several large, overlapping circles in shades of orange and brown. A solid green horizontal bar is positioned at the bottom of the image. The text "Hazel Sutton" is centered in a bold, dark brown font.

# Hazel Sutton

The background features several large, stylized circles in shades of orange and brown. A solid green horizontal bar is positioned at the bottom of the image. The text "Wai Chu Cheng" is centered in a bold, dark brown font.

# Wai Chu Cheng

# Repair Café

- We have modified our repair services. People who contact us for help with fixing their broken household items are supported with online consultation. They can also drop off their items at one of a few locations, which will then be picked up and get looked at by volunteer fixers
- Partnering with other community groups to provide virtual repair workshops.
- Promoting the online repair events organized by other groups to our community.
- Presented in two conferences this year to show our support for the Right to Repair movement
- participated this summer in a market tent event with a small no. of fixing tables set up
- Shared our experiences this fall with the students from two postsecondary institutions who reached out to us to learn how to start a repair café
- Beginning to plan for in-person community events for the new year



Need tech help?  
[Nathalie.Forde@Toronto.ca](mailto:Nathalie.Forde@Toronto.ca)  
416.392.3248

**BREAK - 5 Minutes**



# CEWG Objectives and Key Accomplishments



# Members Helped Toronto Become More Circular

- Shaped the **objectives** of three-year CEWG term (Mar. 2019)
- Suggested sector-specific **engagement strategies** (Jul. 2019)
- Consulted on the Single-use and Takeaway Item Reduction Strategy (Oct. 2019)
- Proposed how **resilience** can be incorporated into future circular economy strategies (Circular City & Resilient City Alignment) (Nov. 2019)
- Contributed to CEI's analysis of the **impacts** of COVID-19 Impact on the circular economy in Toronto (Jul. 2020)
- Input on which **sectors** the *Baselining for a Circular Toronto study* should focus on, as well as additional feedback on areas for opportunity in the analysis (July 2020)
- Gave advice on the development of **future** circular economy **working groups** (Feb. 2021)
- Provided advice on **engagement approaches** on circular economy (Sept. 2021)

# Capacity Development to Enable the Circular Transition

## Government structure

- City Structure and Decision Making
- Program Advisory Bodies

## Strategies

- TransformTO
- Long Term Waste Management Strategy
- Resilience Strategy
- Single-Use and Takeaway Reduction Strategy

## Programs

- Toronto Green Energy Programs
- Toronto Green Standards
- Extended Producer Responsibility
- Community Reduce & Reuse Programs

- Idea Pitch Project (impacted by COVID-19)
- Member-to-member networking event
- 100 Mentors List
- GROW goals (impacted by COVID-19)



# Close of Circular Economy Working Group 2019-2021

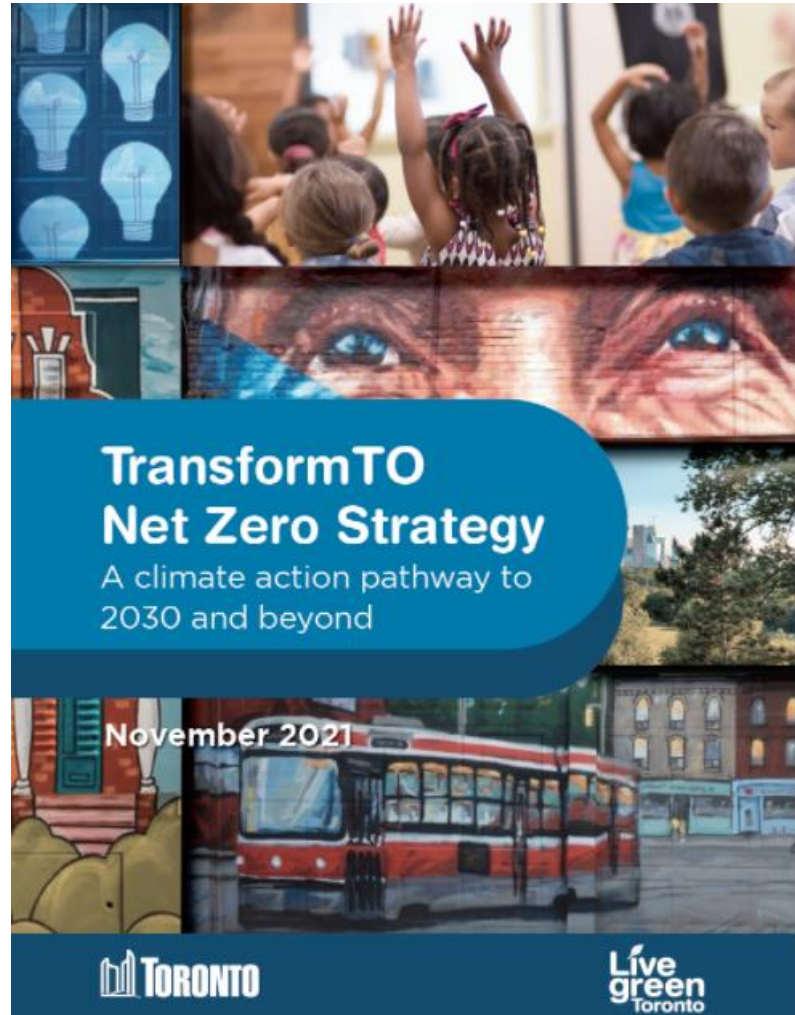


# What Happens Now?

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- Join Waste Strategy Listserv
- Fill out survey from our team
  - To give us permission to contact you if we hear about circular events, programming, funding – a link will be emailed to you

# ★ New ★ TransformTO Net Zero Strategy



- The Net Zero Strategy proposes a 45 percent reduction in community-wide greenhouse gas emissions by 2025, from 1990 levels; and net zero greenhouse gas emissions by 2040.
- The Strategy names targets and actions for:
  - Buildings
  - Energy
  - Transportation
  - *Sustainable consumption and waste*
  - Greenspace
  - Decision-making and equitable engagement.

# Sustainable Consumption and Waste

Action #15: Continue to pursue policy and programmatic interventions that help the City reach its aspirational goals of **zero waste** and a **circular economy**, and which identify pathways to **more sustainable consumption** in both municipal operations and in all sectors of the economy

- a) Develop a City-wide governance structure, strategy and policy framework to establish a path to make the City the first municipality in the Province of Ontario with a **circular economy** and to align with the Provincial goal as part of the *Waste Free Ontario Act*
- b) Conduct a **consumption based emissions inventory** and identify targets that would meaningfully reduce consumption based emissions
- c) Enable Torontonians to reduce waste and engage in sustainable consumption by implementing the **Single Use and Takeaway Items Reduction Strategy**



# *“Reduce city-wide material consumption and increase circularity”*

## TransformTO Net Zero Strategy - Summary of Public and Stakeholder Consultations (2018-2021)



Climate action	% of survey respondents who identified the action as high priority for implementation
Reduce city-wide material consumption and increase circularity (i.e., efficient re-use and recovery of resources).	78%
Continue outreach and engagement on city-wide waste reduction and diversion, with a focus on food and organic waste.	40%
Conduct a city-wide consumption-based emissions inventory and set a reduction target.	39%



Thank you!