

City of Toronto Climate Advisory Group Annual Report 2022

Land Acknowledgement

The City of Toronto acknowledges that we are on 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. The City also acknowledges that Toronto is covered by Treaty 13 signed with the Mississaugas of the Credit, and the Williams Treaties signed with multiple Mississaugas and Chippewa bands.

Message from the Executive Director Environment and Climate Division

The Climate Advisory Group was established to enable advice from Toronto's diverse community to inform community-wide implementation of the TransformTO Net Zero Strategy, to facilitate communication and collaboration between the City and the community, and to help mobilize Torontonians in our shared move toward a low-carbon city. By centering the voices of key sectors, stakeholders, the public and equity-deserving communities, the CAG will be an important sounding board, contributor, advisor and champion of the essential work that lies ahead of us.

On behalf of the City of Toronto, I would like to thank the members for their time, energy and dedication to the Climate Advisory Group. We look forward to working with them on the road to a more healthy, equitable, prosperous and resilient Toronto.

James Nowlan
Executive Director
Environment and Climate Division

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Executive Summary

The City of Toronto Climate Advisory Group (CAG) was established in the fall of 2022. It includes 26 members representing diverse communities, sectors, ages, and backgrounds. Meeting quarterly, the CAG will act as advisors and champions for climate action and the policies, programs and initiatives being developed by the City for implementation of the [TransformTO Net Zero Strategy](#).

This document provides a summary of the CAG accomplishments and activities in 2022, which include the following:

- Member recruitment, selection and the establishment of the CAG;
- Member onboarding and participation in Orientation Session #1 on October 20, 2022;
- CAG Meeting #1, November 8, 2022; and
- CAG Meeting #2, December 6, 2022.



CAG members and City staff at the December 2022 meeting



About the Climate Advisory Group



Introduction and context

On October 2, 2019, City Council voted unanimously to declare a climate emergency and accelerate efforts to mitigate and adapt to climate change, adopting a stronger emissions reduction target of net zero by 2050 or sooner. In response, the City developed the TransformTO Net Zero Strategy, adopted by Council in December 2021, which outlines a pathway to achieve net zero emissions community-wide by 2040.

In adopting the TransformTO Net Zero Strategy, Toronto City Council also directed staff to develop an Accountability and Management Framework to centre the voices of equity-deserving communities in strategy implementation. This Framework, endorsed by Council in May 2022, recognizes that achieving Toronto's climate targets and goals will require meaningful engagement and collaborative action from all sectors of the community – public, private, non-profit and residents – at a scale and pace rarely seen before.

The idea of establishing an external advisory group to assist with the implementation of the Net Zero Strategy featured prominently in public and stakeholder input during consultations in 2019 and 2021. Participants in these processes expressed support for establishing accountability structures including a Climate Advisory Group.

CAG purpose and mandate

The purpose of the Climate Advisory Group (CAG) is to:

- **Provide advice and peer review** from Toronto's diverse communities to inform community-wide implementation of the TransformTO Net Zero Strategy and the Short-term Implementation Plans;
- **Ensure ongoing two-way information sharing and collaboration** between the City and external parties; and
- **Help mobilize all sectors and communities** to move toward our shared goal of a zero-carbon, healthy, equitable, prosperous and resilient Toronto.

The Climate Advisory Group is:

- A non-legislative committee;
- Accountable to and acting under the authority of the Executive Director of the Environment and Climate Division;
- An advisory body. It may not direct City staff or make binding decisions on the Toronto government. Any advice or recommendations that require formal action or implementation by City of Toronto staff must be considered and approved by City Council.

CAG reporting, functioning and support

The City of Toronto Environment and Climate Division (E&C) acts as a Secretariat for the CAG with support from third party facilitators, [Groundswell Projects](#). This role includes developing meeting agendas and materials, facilitating CAG meetings, and preparing meeting minutes and summaries.

The CAG will meet a minimum of four times per year. Working groups formed as subgroups of the CAG may meet more frequently.

The CAG will advise and report to the Executive Director, Environment and Climate Division yearly or more frequently as required. The Advisory Group may also provide input through representation at other City climate-focused meetings or advisory groups, such as the Net Zero Climate Leadership Table and Joint TransformTO Implementation Committee.

Climate Advisory Group: Establishment



Application and selection process

The Climate Advisory Group members were selected through a comprehensive recruitment and screening process. In June 2022, the City invited applications for the CAG from community members with interest and experience in climate action, climate justice and resiliency. As with other public appointments, applications were encouraged from youth and residents from communities experiencing social, economic and other systemic barriers, including Indigenous, Black, and racialized communities, newcomers, 2SLGBTQ+ persons, and persons with disabilities.

Close to 300 applications were received by the City, representing diverse communities, ages and backgrounds and including individuals from a variety of sectors such as buildings, energy, transportation, waste, resilience and community engagement. After over 50 interviews, 26 CAG members were selected, including 19 members representing organizations and 7 individual members. CAG members represent a diversity of backgrounds, perspectives, sectors and geographic locations in Toronto.

List of members

The following is the list of Climate Advisory Members at the time of the group establishment in October 2022:

- Lyn Adamson, Co-Founder, ClimateFast
- Andria Babbington, President, Toronto and York Region Labour Council
- Chris Ballard, CEO, Passive House Canada
- Sarah Buchanan, Campaigns Director, Toronto Environmental Alliance (TEA)
- Maggie Chang, community member
- Christian Cianfrone, Director, Decarbonization, Ellis Don
- Maria Constantinou, community member
- Kristen Evers, Green Projects Team Leader, Toronto District School Board (TDSB)
- Lidia Ferreira, Community Engagement Specialist, Community Resilience to Extreme Weather (CREW)
- Barnabe Geis, Executive Director, Climate Ventures/Foresight Canada
- Colin Guldimann, community member
- Darnel Harris, Executive Director, Our Greenway
- Tinashe Kanengoni, community member
- Julius Lindsay, Director, Sustainability, David Suzuki Foundation
- Neil MacNeil, Director, Toronto Region Operations, Enbridge Gas Inc.
- Derek May, Director, Transportation, Pollution Probe
- Joyce McLean, community member
- Joseph Ogilvie, community member
- Rosemarie Powell, Executive Director, Toronto Community Benefits Network
- Zamani Ra, community member
- Jeff Ranson, Sr. Director, Energy, Environment & Advocacy, BOMA Toronto
- John Robinson, community member
- Alienor Rougeot, Co-Founder, Fridays for Future
- Craig Ruttan, Senior Director, Policy, Toronto Region Board of Trade
- Marine Sanchez, Passive House Buildings Lead, RDH Building Science
- Jack Zhou, Partner, A&J Energy Consultants

Diversity and sector representation

Diversity is an important consideration in the makeup of the CAG. The group will endeavour to maintain a gender balance and include members of different ages and ethnic backgrounds from all corners of the City.

CAG membership includes representatives from each of the sectors covered in the TransformTO NetZero strategy:

- Buildings
- Energy
- Transportation
- Sustainable Consumption & Waste
- Natural systems
- Engagement & Equitable Implementation

The current demographic makeup of the CAG will serve as a baseline to build from in the future, to continue deepening the representation of diverse communities.



Climate Advisory Group: Onboarding and Establishing Collaboration Processes



Onboarding overview and welcome package

In 2022, the primary focus of CAG activities was on **onboarding and providing orientation** to the CAG members, **building relationships, discussing and editing the Terms of Reference** and **establishing processes for member engagement and collaboration**.

As part of the onboarding process, CAG members received a **Welcome Package** that included:

- Draft Terms of Reference for the CAG;
- Background information about TransformTO NetZero Strategy and Short-Term Implementation Plan;
- Background information about the City of Toronto decision-making process and how the input from the CAG will inform it;
- Examples of questions that CAG may be asked to provide input on;
- Agenda for the first Orientation session; and
- A survey that gathered input on scheduling of CAG meetings and information about accessibility support required by the members.

Orientation Session #1 and relationship building

Orientation Session #1 took place on October 20, 2022. The primary goal of this session was to build relationships among the CAG members, City staff and the Groundswell facilitation team. Each participant of the session was invited to introduce themselves by sharing a meaningful object or an image that reflects their expertise or interest in climate action. This activity helped the group to build a deeper understanding of each others' expertise and interests and encouraged everyone to bring their full selves by sharing personal motivations and diverse experiences.

At the Orientation, CAG members also heard from the E&C staff on the history and goals of TransformTO Net Zero Strategy, how the idea for creating the CAG came about, and how the City hopes to leverage the CAG's advice and input.

Members were interested in learning more about the following topics:

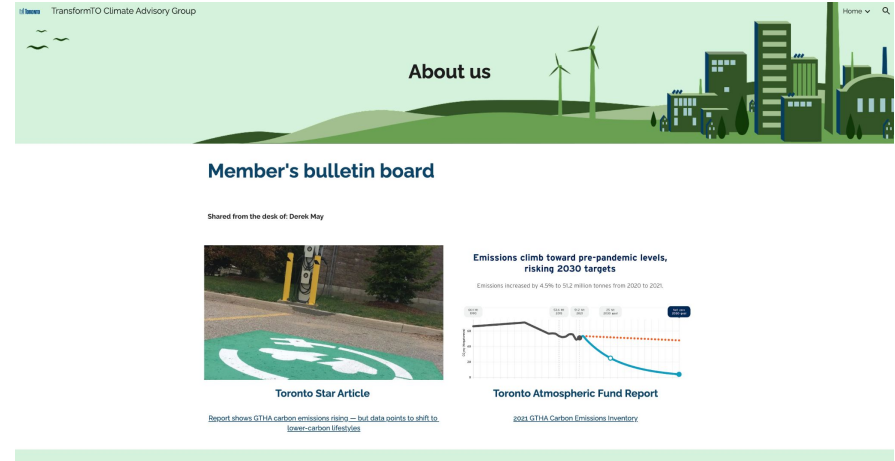
- how the CAG advice will be used and what accountability measures will be in place to show how the advice was incorporated;
- the relationship with other levels of government, especially around major decisions that may impact the City's progress on TransformTO; and
- how the City is engaging with Indigenous communities as part of the Accountability and Governance Framework.

Communication with the Climate Advisory Group

In order to maintain ongoing communication with and within the CAG, Groundswell established an internal CAG website. The website serves as a repository and a shared space for the CAG members to access all materials and resources, including:

- Background information;
- CAG Orientation and Meeting agendas, worksheets, and minutes;
- CAG Terms of Reference and Community Agreements; and
- Space for information and resource sharing by the CAG members.

The website is updated on a regular basis and is accessible only to CAG members.



The screenshot displays the TransformTO Climate Advisory Group website. At the top, there is a navigation bar with the text 'TransformTO Climate Advisory Group' and a 'Home' dropdown menu. Below the navigation bar is a large green header image with the text 'About us' and an illustration of wind turbines and buildings. The main content area is titled 'Member's bulletin board' and includes the text 'Shared from the desk of Derek May'. There are two featured items: a 'Toronto Star Article' with a photo of a green recycling symbol on a sidewalk, and a 'Toronto Atmospheric Fund Report' with a line graph showing emissions trends. The graph is titled 'Emissions climb toward pre-pandemic levels, risking 2030 targets' and includes the subtext 'Emissions increased by 4.9% to 51.2 million tonnes from 2020 to 2021.' The graph shows a blue line representing emissions that rises from 2020 to 2021, with a red dashed line indicating a target level. The x-axis is labeled with years from 2019 to 2022, and the y-axis is labeled with emissions in million tonnes.

Developing Community Agreements

Creating community agreements was a key part of the initial relationship building and establishing meaningful collaboration. This process is about collectively setting intentions for how the group will share a space together and defining the values that will guide group interactions. Community Agreements are not a set of rules. They are about building shared expectations and a shared responsibility for attending to how people participate and interact in a shared space.

To develop Community Agreements, CAG members were invited to share thoughts on several questions, including:

- What do you need from every person in the group in order to feel safe, supported, open, productive and trusting?
- What values are important for us to practice in our shared space?

Members were also invited to review sample community agreements and reflect on which of the agreements resonated for their needs. This information was collected through an anonymous survey. Facilitators then synthesized the information provided and shared it back with the group for feedback and approval.

As a result of this process, the CAG agreed upon a set of Community Agreements, which will be periodically reviewed and updated to ensure they continue to reflect the needs of the group. Moving forward, the group agreed to reference the Community Agreements at the beginning of each meeting. This way the agreements will serve as a practical tool that guides group interactions. The CAG also agreed to review the Community Agreements through an equity lens after the second orientation session in 2023.

Climate Advisory Group: Community Agreement Principles

1. We are all learners and teachers
2. We will all work to create a welcoming environment for everyone to contribute
3. We don't need to be articulate all the time
4. We will see disagreements as generative opportunities
5. We will take risks and foster each others' courage to create meaningful learning and collaboration opportunities
6. We will be aware of time

Refining the Terms of Reference

When the CAG was established, the City of Toronto developed a draft Terms of Reference outlining the CAG roles and responsibilities and different processes for how the CAG members will work together. The CAG members were invited to review and refine the procedures and protocols outlined in the Terms of Reference, specifically those pertaining to attendance, member participation in shaping agendas, and clarifying the role of the CAG Co-Chairs and the purpose of working groups.

CAG members were invited to contribute their input on the Terms of Reference via an anonymous survey. The results of the survey were shared and discussed at the second CAG meeting in December 2022. Based on this input, the City of Toronto and the facilitation team will be finalizing the Terms of Reference in early 2023, with a goal of adopting them at the CAG meeting in March 2023. Once finalized, the ToR will be publicly available on the CAG webpage on the TransformTO site.



Climate Advisory Group: Topics of Discussion



Meeting 1: Review of TransformTO sectors and actions

At the first CAG meeting on November 8, 2022, the CAG members reviewed and discussed the sectors and actions included as part of the TransformTO Net Zero Strategy and Implementation Plan. These sectors include:

- Engagement & Equitable Implementation
- Buildings
- Energy
- Natural Systems
- Waste
- Transportation

Prior to the meeting, the CAG members were invited to review the actions outlined in the Net Zero Strategy and Implementation Plan for each of these sectors and to watch introductory videos from the City of Toronto staff who are working in these sectors.

At the meeting, CAG members shared their key takeaways about each of the sectors based on the readings and staff videos, shared what they were interested in learning more about, and discussed the potential challenges and opportunities for the implementation of the identified actions.

As a result of this discussion, CAG members gained a better understanding of actions within the TransformTO Net Zero Strategy, including actions in the sectors that they are unfamiliar with through their work or lived experiences.

Future meetings will focus on more in-depth discussions and engagement with the specific actions from different sectors. City of Toronto staff will continue to provide information and updates on TransformTO implementation to CAG members.

Meeting 2: Carbon accountability and governance

At the second CAG Meeting on December 6, 2022, the CAG received a presentation from Charles Hatt, Program Manager, Policy & Research, Environment & Climate Division introducing the City of Toronto's work on developing a Carbon Accountability and Governance system, including a carbon budget approach to managing corporate and community emissions.

The presentation provided an overview of the science of global carbon budget and the use of carbon budgets as a governance tool, including a review of two case studies from the United Kingdom and Oslo.

The presentation outlined that the purpose of Toronto's carbon budget would be to drive implementation of the TransformTO Net Zero Strategy and to establish Toronto as a climate governance leader through enhanced transparency and accountability. It then described how a carbon budget would be used to set community-wide emissions budgets and sector-specific corporate emissions budgets. Finally, the presentation described how the City would report on its carbon budget.

The CAG was invited to reflect and contribute on the following questions:

- What are the principles that should guide the design and implementation of a carbon accountability and governance system for Toronto?
- What roles do you, your organization or your community already play when it comes to carbon accountability/governance? What roles do you think you should play?
- How could an accountability and governance system enhance your organization or community? What would you need to make it work?

These questions will be addressed at a follow-up meeting in January 2023.

Conclusion and 2023 Outlook

The majority of effort on the Climate Advisory Group in 2022 focused on the recruitment and selection of members and the establishment of rules and procedures. With this work largely completed by the end of the year, 2023 will allow the CAG to focus more on topical issues and in-depth discussions on the implementation of TransformTO.

For more information on the City of Toronto Climate Advisory Group, including quarterly meeting agendas and meeting summaries, please visit the [TransformTO website](#).