

**ACTRA TORONTO
COUNCIL MEETING – IN PERSON & HYBRID
TUESDAY, FEBRUARY 4, 2025**

PRESENT

Kate Ziegler, President
Paul Constable, Treasurer (Zoom)
George Alevizos, Vice President
John Cleland, Vice President
Amy Matysio, Vice President
Mercedes Morris, Vice-President
Heather Allin
Alana Bridgewater
Tim Beresford
Caitlin Driscoll, alternate for Emily Hurson (who attended as an observer via Zoom for part of the meeting)
Elana Dunkelman
Fiona Highet, alternate for Jason Bryden
Jameson Kraemer (Zoom)
Matt Lemche, alternate for David Gale, Past President
Tavia Pereira
Dina Pino
Gord Rand
Tonjha Richardson
Gugun Deep Singh
Samora Smallwood (Zoom)
Joy Tanner (Zoom)
Theresa Tova (Zoom)
Asante Tracey, alternate for Nicola Correia-Damude
David Wallen

COMMITTEE & MEMBER CAUCUS CHAIRS, OMBUDSPERSON

Victoria Brooks, Chair, Apprentice Caucus
John McGrath, Ombudsperson
Geoff Scovell, Stunt Committee Representative (Zoom)
Ann-Marie Zammit, Secretary, Apprentice Caucus (Zoom)

OBSERVERS – IN PERSON & VIA ZOOM

See attached – Zoom Attendees

ALSO PRESENT

Alistair Hepburn, Executive Director, ACTRA Toronto
Luisa Alvarez Restrepo, Director, Inclusion and Community Development, ACTRA Toronto (Zoom)
Taisa Dekker, Director, Outreach & Industry Development, ACTRA Toronto
Gail Hauptert, Director, Contracts, ACTRA Toronto (Zoom)
August Lew, Director, Finance & Administration, ACTRA Toronto (Zoom)
Nicole Valentin, Director, Member Services, ACTRA Toronto (Zoom)
Luca De Franco, Communications Officer, ACTRA Toronto
Jennifer McGibbon, Communications Officer, ACTRA Toronto
Tania Cardwell, Stunt Liaison, ACTRA Toronto (Zoom)
Freda Merritt-Gambrill, Recording Secretary, ACTRA Toronto

Member Zoom Attendees

Kirk Jarrett
Rizzo Jeppensen
Victoria Jacques
Sandy Crawley
Allegra Fulton
Janet Porter
Andre Blissett
Ana Sani
Sally Nakazi
Samy Osman
Alex Milner

The meeting was called to order at 10:03 a.m. with President, Kate Ziegler, in the Chair.

The reading of the Land Acknowledgement by Asante Tracey was followed by the reading of the Equality Statement by Mercedes Morris and Elana Dunkelman.

The Councillors, in-person observers and staff introduced themselves.

APPROVAL OF THE AGENDA

MOTION #1

Moved by Gord Rand, seconded by John Cleland:

“That the Agenda for the ACTRA Toronto Council Meeting of February 4, 2025, be accepted.”

Discussion

Heather Allin suggested that Item 5.1 be added to the Agenda regarding the Election Process.

MOTION #1 – Amended

Moved by Heather Allin, seconded by George Alevizos:

“That the Agenda for the ACTRA Toronto Council Meeting of February 4, 2024, as amended, be accepted.”

CARRIED

APPROVAL OF MINUTES FROM JANUARY 7, 2025, AND JANUARY 22, 2025

Page 4: Second line should read: “The ballots were cast and a second round of voting was required because of multiple spoiled ~~tied~~ ballots.”

MOTION #2

Moved by Heather Allin, seconded by Dina Pino:

“That the Minutes of the ACTRA Toronto Council Meeting of January 7, 2025, be accepted.”

CARRIED

- 1 Abstention

(Jameson Kraemer recorded abstained)

MOTION #3

Moved by Heather Allin, seconded by Gord Rand:

“That the Minutes of the ACTRA Toronto Council Meeting of January 22, 2025, be accepted.”

CARRIED

- 3 Abstentions

(Mercedes Morris, Joy Tanner and Jameson Kraemer recorded abstained)

TABLING OF OTHER BUSINESS TO BE INCLUDED IN #10

- Social Media – Mercedes Morris
- Finance Request and Mailing List – Tavia Pereira
- Creation of Inter-Union Relations Committee – John Cleland
- UAP (Union Advocacy Production) – John Cleland

CHAIR’S REPORT

President, Kate Ziegler, reported.

Accent Discrimination – we are not there yet. Still in conversation with the chair.

Minors Committee – Talking to Angelica Alejandro about this and will be meeting tomorrow. This has been long time coming. Ms Ziegler will be bringing it to Council in March.

ICA – Scott Knox – He approached Councillors at the OLRB meetings wanting to meet. We had scheduled a meeting with him, Alistair Hepburn and MPP Jamie West in the summer and it was cancelled. The hesitation right now is what do we want and what it is that he is wanting. We need to have a plan in place. The closing arguments at the OLRB is on February 22nd and 23rd. We do not want to step on any toes.

Prime Time – Ms Ziegler said that it was an amazing experience and that she learned a lot. APTN was amazing. It was moving to see the space that was taken and the beautiful generosity. Hope they can continue.

Tova will be presented the King Charles III Coronation Medal for community service. Council congratulated her on this honour.

Stunts Time at Prime Time was amazing. Met with a number of folks and everyone was congratulatory about our IPA deal.

YouTube Canada head said that he only makes money when our members do.

Ms. Morris reported that attending the Prime Time Conference in Ottawa was a valuable opportunity to build industry relationships, advocate for ACTRA members, and gain key insights on emerging trends. A major focus was AI’s impact on performers, with some industry leaders dismissing concerns—highlighting the need for continued advocacy. She was also able to strengthen connections with organizations championing DEI and explored mentorship initiatives to support emerging artists aka YEAA committee members. Overall, the conference reinforced ACTRA’s commitment to securing opportunities, protecting performers, and shaping the future of Canadian content.

Amy Matysio reported on Prime Time. She said that she was very impressed with defund the CBC discussion. How do we ensure that the CBC goes nowhere? They have been the original home for children's programming in this country.

Joy Tanner would like us to think about what happened with TVO and their programming.

EXECUTIVE BY-ELECTIONS

Executive Director, Alistair Hepburn, took the Chair.

The following Councillors were nominated for Vice-President:

ELANA DUNKELMAN	-	Accepted.
GUGUN DEEP SINGH	-	Accepted.

Speeches were given and the floor was open to questions. Ballots were cast.

The scrutineers confirmed that they witnessed a fair and accurate count.

Elected - ELANA DUNKELMAN

MOTION #4

Moved by Heather Allin, seconded by Gord Rand:

"That the ballots be destroyed."

CARRIED

Ms Ziegler assumed the Chair.

OTHER BUSINESS

- Ms Pereira reported that Members have mentioned to her that they have been kicked of the ACTRA mailing list. Mr. Hepburn explained why that happens. If a person unsubscribes from Mailchimp they will automatically be unsubscribed by all platforms that use that service.
- Recent donation in the amount of \$25,000 to AFC. Councillors requested that these requests be discussed at a meeting of Council in future, even a special meeting requires to be called. Mr. Hepburn said that the Executive has power to make these decisions in lieu of Council if they cannot get a meeting together. Although Councillors understood the urgency and expediency of this request from the AFC and agreed that it was the right step to take, they indicated that, given the size of the funds that was donated, they would like to have been informed about this. Ms Ziegler said that Comms hopped on this quickly when we received the call from AFC. The AFC have built a protocol if there is an emergency request.

Mr. Hepburn said that these funds were for the victims of the LA fires. He and Mr. Constable have identified where these funds can come from. There was a window where Paul Bronfman said that they would be matching donations.

Ms Morris asked that the picture of Ms Ziegler and David Hope, AFC Executive Director, be shared on social media.

- Morris requested monthly collection and quarterly reports of analytics for the ACTRA Toronto account and all its committees. . Mr. Hepburn responded that this is not a challenge for the staff. Ms Ziegler confirmed that there is no problem moving ahead on this from a staff perspective.

Ms Morris suggested that the data and reports be analyzed collectively to develop strategies for online engagement and growth. A process that would help establish best practices guidelines for all account managers, ensuring a more effective and consistent digital presence.

Ms Morris expressed that Council has a responsibility to enhance ACTRA Toronto's visibility, engagement, and impact online.

Matt Lemche requested some guidance for committees for social media. Ms Ziegler suggested moving this discussion to a smaller meeting. He supported Ms Morris' request and also asked for some guidance from Council.

Mr. Singh asked how the data that we are gathering is being held and for how long. He would like there to be discussions about security.

- John Cleland reported that Kenton Blythe is working on forming an Inter-Union Relations Committee. A Notice of Motion was presented to Council which will be brought forward to the March Council meeting. Mr. Alevizos requested that Equity be included in the invitation to unions. Gord Rand suggested that there be a push for it to be more involved with cross-union bargaining.

In response to Mr. Alevizos' query whether this would be a committee or subcommittee and if they would need a budget attached, Ms Ziegler responded that, if approved by Council, it will have a budget attached to it.

- UAP – Ms Ziegler said that the UAP is on the agenda for the next Executive meeting. She said that the Real Talk podcast was produced under that Agreement.

BUDGET WALKTHROUGH

Paul Constable reported that at the end of December 2024, ACTRA Toronto was in a \$300,000 deficit.

Mr. Hepburn explained what AMS is and said that the new membership system would be more effective and user friendly. Ms Ziegler informed Council that the \$350,000 to National for the new IT system is in addition to the equalization payment. Theresa Tova said that this was the amount that Toronto Council agreed to approximately five years ago. This cost is shared between ACTRA National, PRS and ACTRA Toronto. August Lew said that we will be paying \$170,000 and the remainder the next fiscal year. This is the development fee. In future years we will be paying a license fee

It was noted that the \$25,000 donation to AFC will be in the Sponsorship Donation line. It will be reflected in next year's budget.

A \$2 million deficit is projected for the 2025-2026 fiscal year - \$1.7 million if the basic dues referendum is passed. Mr. Constable said that we are being a little more conservative this year.

MOTION #5

Moved by Paul Constable, seconded by Jameson Kramer:

"That the budget for the 2025-2026 fiscal year be accepted."

Discussion

A brief discussion took place.

Ms Ziegler thanked Mr. Constable and Ms Lew for their time.

CARRIED UNANIMOUSLY

DUES INCREASE UPATE

Ms Ziegler reported that the National Executive met to put a final package before the National Council. They have agreed to the dues increase but not to removing the dues cap. She said that ACTRA Toronto cannot be asked to pay more or above what we are already paying per capita.

Ms Ziegler will send out a ratification plan to Council. Mr. Rand and Ms Dunkelman will work with Ms Ziegler on this.

Mr. Hepburn said that the ratification vote is scheduled to go out on February 21st with the voting deadline of March 7, 2025.

Mr. Singh asked why it took 18 years to raise the dues. We should never be in this position again.

Ms Ziegler will draft a plan and said that Committee Chairs are welcome to join in the discussion.

MEDIATION & TRAINING UPDATE

Mr. Hepburn said that Council is in breach of their own Motion regarding the mediation and training course. Heather Allin agreed and she suggested that they might want to extend the timeline. She suggested that Council take the training first and park the mediation until after the training. Mr. Rand said that he will go with the common wisdom. Ms Matysio agreed with Ms Allin. Ms Matysio pointed out that there is a conflict of interest with some people on the list of trainers/mediators as they work alongside them. Ms Ziegler said that those folks are ACTRA members or work in theatre and asked if Council were willing to pull them off the table.

A fulsome discussion took place.

Heather Allin and Tonja Richardson, the movers of the original Motion were comfortable with extending the training date.

Joy Tanner referred Council to the Toronto Academic Health Science Network and Inclusion Canada as she said that it would be good for Councillors to take steps on their own to have a better understanding of what it is we are doing.

Ms Allin suggested that the order of training should be as follows: Anti-Black; Ableism; Indigenous Training.

Mr. Alevizos referred Council to the Rick Hansen Foundation website.

USW TENTATIVE AGREEMENT OVERVIEW & COPE NEXT STEPS – IN-CAMERA

Mr. Hepburn informed Council of the terms of the USW tentative agreement and the upcoming COPE negotiations.

MEETINGS & COMMITTEE UPDATES FROM JANUARY MEETINGS

i. B Street Meeting – Alistair

Mr. Hepburn reported on the rehearsal space that Toronto Alliance for the Performing Arts (TAPA) rents out that can be utilized for self-tapes audio recordings. They would like to go into partnership with ACTRA Toronto. They are a not-for-profit organization. We would have to commit to a two- or three-year deal for \$15,000 to \$20,000 per year. They are open seven days a week from 9am to 10pm. ACTRA Toronto Members will receive a 25% discount – a deeper discount than TAPA members.

Council agreed to a one-year pilot project.

Mr. Hepburn thanked Jennifer Wigmore and Mr. Singh for recommending this venue. There is no discount for technical equipment as the money goes directly to the technicians.

Mr. Hepburn said that this is a Notice of Motion re B Street for the next Council meeting.

ii. Voice Committee Co-Chair Selection – Amy Matysio

Ms Matysio said that Ana Sani put her name forward as Co-Chair of the Voice Committee. Krystal Meadows is stepping down after 5 years as Co-Chair.

Ms Ziegler said that Ms Meadows has been “such a light” and welcome Ms Sani as Co-Chair of the Voice Committee.

Council was in agreement to this recommendation.

NEW VENTURES

i. ACTRA North Committee

Ms Ziegler introduced Northern Ontario Members Victoria Jacques and Rizzo Jeppesen. She reported that Ms Jacques and Ms Jeppesen came to meet with her during her first week as President. They discussed establishing the ACTRA North Committee for members in North Bay. Ms Ziegler said that she will serve as the Interim Chair. The plan is to meet three times over the next two months. We are working on training new OSLOs for that region.

It was noted that production does not offer shuttle service for members in the north (North Bay – Sudbury – Toronto).

Ms Ziegler would like to empower them to build this community.

MOTION #6

Moved by Gord Rand, seconded by George Alevizos:

“That the Council waive the Notice of Motion requirement in order to establish the ACTRA Toronto North Committee.”

CARRIED

MOTION #7

Moved by Tavia Pereira, seconded by Amy Matysio:

“That ACTRA Toronto Council establish the ACTRA Toronto North Committee”.

Discussion

Gugun Deep Singh asked whether the staff person supporting this committee would be Taisa Dekker.

Victoria Brooks said that she was glad that this work is being done.

Victoria Jacques touched on the difficulty with regards to inclusion. She said that they are struggling and would like to level the playing field for members in the north.

Ms Ziegler said that ACTRA Toronto will figure out how to support that community.

CARRIED UNANIMOUSLY

ii. 4 Unions Film Fest – Gord Rand

Gord Rand gave an overview. He said that he would like to meet and hash out the logistics. He would like to move forward on this.

Ms Ziegler said that the ask is can we start talking to people about building this project. She said that everyone was on board. Mr. Rand, Asante Tracy and Brennan (?) will meet to discuss this initiative. Mr. Hepburn will approach the other unions.

AFBS & MEMBER BENEFITS UPDATE

i. AFBS Update and

ii. Disability Alliance Response

Mr. Alevizos reported that AFBS responded to the letter from the Disability Alliance Committee. The \$1,000 lifetime coverage for mobility devices will be \$1,500 every five years. They also have a new members and family assistance program. Gender affirmative medical support is a huge one.

Council thanked Mr. Alevizos for this work on this file. He pointed out that Luisa Alvarez Restrepo also put in a lot of work to help the committee.

iii. Ombudsperson meeting & setting general meeting date.

Mr. Hepburn reported that Tim Beresford, Emily Hurson, Gugun Deep Singh and he will be meeting with Ferne Downey and Ron Zammit to move the needle on the Ombudsperson. We also have support from Shelley Cook who is on the AFBS Board.

ORGANIZER & NORTHERN ONTARIO DISCUSSION IN-CAMERA

This portion of the meeting was held in-camera.

The Recording Secretary left the meeting at 4:30pm

ADJOURNMENT

Gord Rand moved to adjourn the meeting at 4:51pm.

COMMITTEE AND CAUCUS HIGHLIGHTS

The following reports were emailed to Council prior to the Council meeting:

Executive Liaisons: Treasurer, Paul Constable & Vice-President, Amy Matysio

Staff Liaison: Nicole Valentin

Apprentice Caucus – Chair, Victoria Brooks – Vice Chair, Roy Urbanozo – Secretary, Ann-Marie Zammit

The Apprentice Caucus met on January 8th for 90 minutes on Zoom.

- The Caucus would really like to have a community calendar of Council/Committee/Caucus and general ACTRA Toronto events for publication, as to be in the know.
- WE ARE ON SOCIAL MEDIA! Please follow @actraapprentice on Instagram.
- Concerns about certain productions claiming to be able to award ‘credits’, but they don’t actually have qualifying credits. Advised to email info@actratoronto.com to inquire about the status of a questionable production.
- What’s going on with The Gordon Pinsent studio? There is interest in its use.

The Apprentice Caucus will meet next on February 5, 12:00 at ACTRA Toronto, all ACTRA Members are welcome! Ask Victoria Brooks or Nicole Valentin for the link, or email apprentice@actratoronto.com to be added to our mailout list.

Executive Liaisons: Vice-Presidents, John Cleland, Amy Matysio & Kate Ziegler

Staff Liaison: August Lew

Act Your Age (AYA) – Co-Chairs, Heather Dick and Anne Wootten

Initiatives:

- AYA Name Change:
In our January newsletter we announced some of the suggestions we received from AYA members regarding a new name for the Committee. A few more suggestions were added after the holidays, and we’ve put it to a vote – the deadline is January 31, 2025. Once the ballots are counted, and a new name is selected, we will inform our liaison officers so they can bring it to Council.
- Voice Project:
“This is what _____ Sounds Like”. Heather, Tracey, John McGrath and John Cleland met virtually on January 27th to discuss marketing and distribution plans for this wonderful project. In the next few weeks, we will be contacting all the actors on the spots and preparing for a launch. Look for more exciting news soon and please be ready to support our social media outreach that will be the start of the campaign.
- New Co-Chair Search:
We have met with our Liaison officers to discuss possible candidates for the AYA Committee Co-Chairs. We also included a notice for anyone interested in the role in the January newsletter, as Heather and Anne will be stepping down on February 28, 2025. Interested members please contact John Cleland.

Executive Liaison: Vice President, John Cleland

Staff Liaison: Clare Johnston

Child Advocate, Angelica Alejandro

- Participated in ACTRA Toronto Town Hall and was able to present the Minor specific IPA changes.

- Responded to questions from parents on the new IPA both online, via telephone and in person on set while carrying out duties as an OSLO.
- Proposal for an ACTRA Toronto Minors Committee was submitted to ACTRA Toronto Executive for consideration. Very grateful to the Executive for their support in presenting the proposal to the ACTRA Toronto Council at the February 4, 2025, meeting.

Executive Liaisons: Vice-President, George Alevizos

Staff Liaisons: Luisa Alvarez Restrepo

outACTRAto – Co-Chairs, Matt Lemche and Madelaine Rose

Meetings/General

- Committee meeting held on January 20th, 2024, next meeting set for February, date TBD.
- General IPA discussion.
- In-camera discussion
- Shared with members about attending council meetings as an observer.
- [Leslie Yeow Award for Volunteerism](#) open for submissions.

Queer Your Stories Subcommittee

- **Last Call** winning team members Monica Garrido Huerta (she/her) and Heath V. Salazar (they/them) joined their meeting to provide an update on their progress, ask any questions they had, and share their Kickstarter campaign.

Gender-Diversity Subcommittee

- Meeting held on January 9th at 4 pm
- Subcommittee is currently working on a report similar to the current Working with Queer Performers report outACTRAto put out a few years ago. This new report will be regarding working with trans and non-binary performers.

Working the Scene in Rainbow Subcommittee

- Discussion of moving event up from usual June dates.
- Preliminary discussion to begin assembling/adding members to subcommittee.

Executive Liaisons: Amy Matysio

Staff Liaison: Grace Hawkins

Voice Committee : Co-Chairs, Anthony Sardinha and Emily Stranges

- A lot of positive feedback and gratitude to staff, Council and the negotiating teams for the new IPA Agreement.
- Krystal Meadows stepped down as Co-Chair after just over 5 years.
- Awaiting news as to when Ana Sani will officially be confirmed as a new Co-Chair on the Voice Committee.
- Membership is still very concerned about work opportunities after over 1,000 days of the NCA lockout.
- Membership requesting more transparency in general, especially around the NCA negotiations. Members want to know how they can be involved, as well as next steps following OLRB ruling that will be coming soon.
- A lot of positive feedback after the January 20th Voice Committee social event. Many members shared how it was so great to see people in person that they hadn't seen in years.

OTHER REPORTS

Outreach and Industry Development

Taisa Dekker, Director, Outreach and Industry Development

- An independent game developer has signed onto a union agreement to engage ACTRA voice performers on a video game recording in the coming months, bringing work to union members. We look forward to working with

the developer on this production. · Presented to a group of 12 emerging creators at Kick Start Arts on January 20th about the union, how to work with ACTRA performers, and the benefits of becoming a member.

- An independent game developer has signed onto a union agreement to engage ACTRA voice performers on a video game recording in the coming months, bringing work to union members. We look forward to working with the developer on this production.
- Presented to a group of 12 emerging creators at [Kick Start Arts](#) on January 20th about the union, how to work with ACTRA performers, and the benefits of becoming a member.
- Met with the organizer of a video game conference about ACTRA Toronto's potential involvement in the event to promote the engagement of union performers on interactive digital media productions.
- Met with a film festival interested in partnering with the union again for the 2025 event.
- In talks with a regional film industry career fair taking place in February to promote the union to producers and performers.
- Attended the National and Toronto Town Halls about IPA ratification, and reported to the Voice Committee on industry initiatives.
- ACTRA Toronto sponsored the [Next Generation Showcase](#), and I attended the Industry Fair on Sunday January 27th to speak with 112 attendees about the benefits of joining ACTRA Toronto, and how to access the New Graduate Credit.
- Spoke a film production instructor working in two different post-secondary institutions about the student film agreement and the newly ratified Independent Production Agreement.
- As part of ACTRA Toronto's delegation, I attended CMPA's Prime Time conference January 29th – 31st to network at events, meet with those interested in learning about ACTRA, and attend panel discussions. The delegation included President Kate Ziegler, VP Amy Matysio, VP Mercedes Morris, and fellow Directors Gail Hauptert and Luisa Alvarez Restrepo.
- A reminder that as part of ACTRA Toronto's sponsorship of TAAFI, members get a 15% discount on tickets using the code ACTRA-TORONTO-2025. [Click here for TAAFI 2025 tickets](#).
- January was a busy month for post-secondary outreach, as I spoke with 210 students across 4 programs:
 - George Brown College's Production Entrepreneurship program, 20 students - January 13th with Business Rep Heather Holditch.
 - Humber College 2nd year film & TV production, 74 students – January 22nd
 - Sheridan College 3rd year core production, 100 students – January 22nd with Business Representative Anisha Gliddon and Associate Business Representative Jonathan Balanay.
 - York University's BFA acting program, 16 students - January 16th with Tavia Pereira.

Ontario Green Screen

Taisa Dekker, Director, Outreach and Industry Development

- The Ontario Green Screen Winter Community Meeting took place on January 22nd via zoom. The focus of this meeting was working with Sustainability Managers on set, and featured guest speakers Emellie O'Brien, Founder & CIO Earth Angel, Naomi Rao, Sustainability Advisor, Louise Pollard, Producer, and Sam Read, Executive Director, Sustainable Entertainment Alliance.
- ACTRA Toronto members can watch previously recorded OGS Community Meetings and Panels here: <https://www.ontariocreates.ca/filmcommission/ogs-community-building>
- The next [Carbon Calculation Fundamentals](#) Training is on Thursday, February 20th at 7 pm. Click [here](#) to register.
- ACTRA Toronto members interested in becoming Ontario Green Screen Ambassadors can apply here: <https://www.ontariocreates.ca/filmcommission/ogs-ambassadors>