

**ACTRA TORONTO
COUNCIL MEETING
TUESDAY, MAY 5, 2026**

PRESENT

Kate Ziegler, President, in the Chair
Paul Constable, Treasurer
Elana Dunkelman, Vice-President
Amy Matysio, Vice-President
Mercedes Morris, Vice-President
Jinny Wong, Vice-President
Tim Beresford
Victoria Brooks
Cory Doran, alternate for John Cleland
William Cole
Shelley Cook, alternate for Angelica Lisk-Hann (Zoom)
Izaiah Dockery (Zoom)
Adolyn Dar (Zoom)
Emily Hurson
Sally Nakazi, alternate for Jameson Kraemer, Vice-President (Zoom)
Oscar Moreno
Dina Pino
Tamara Podemski
Anand Rajaram
Joanne Boland, alternate for Gord Rand
Asante Tracey
Roy Urbanozo
David Wallen
Kara Wooten

ABSENT

COMMITTEE, CAUCUS CHAIRS & OMBUDSPERSON

Christine Beyer, Chair, AABP Caucus
John McGrath, Ombudsperson, ACTRA Toronto
Jessica Nudo, Vice-Chair, AABP Caucus

GUEST

Asher Rose, Chair, Gender Diversity Subcommittee of outACTRAto, ACTRA Toronto

OBSERVERS (On Zoom and In-person)

Heather Allin	Myles Dobson	Paula Kaye	Alex Milner	Tonjha Richardson	Dilay Taskaya
Segla Tossa	Jacob Versace	Aaron Williams	Bill Williams		

ALSO PRESENT

Rob Halpin, Executive Director, ACTRA Toronto
Nicole Fournier, Director, Member Services, ACTRA Toronto
Gail Hauptert, Director, Contracts & Production, ACTRA Toronto
August Lew, Director, Finance & Administration, ACTRA Toronto
Luca De Franco, Public Relations Officer, ACTRA Toronto
Jennifer McGibbon, Public Relations, Officer, ACTRA Toronto
Freda Merritt-Gambrill, Recording Secretary, ACTRA Toronto

The meeting was called to order at 10:00 am with President Kate Ziegler, in the Chair.

The reading of the Land Acknowledgement by Mercedes Morris was followed by the reading of the Equality Statement by Paul Constable, Oscar Moreno, John McGrath and David Wallen.

APPROVAL OF AGENDA

MOTION #1

Moved by Elana Dunkelman, seconded by Paul Constable:

“That the Agenda for the ACTRA Toronto Council Meeting of May 5, 2026, be accepted.”

CARRIED

APPROVAL OF MINUTES FROM MARCH 6 AND APRIL 7, 2026

March 6, 2026, Minutes

MOTION #2

Moved by Bill Cole, seconded by Roy Urbanozo:

“That the Minutes of the ACTRA Toronto Council Meeting of March 6, 2026, be accepted.”

CARRIED

April 7, 2026, Minutes - Corrections

Page: 5 – Under *Video Games* – Delete: ~~Elana Dunkelman thanked John Cleland for securing a facilitator for \$168. 56 Members registered for the Video Game Workshop on March 26th.~~ **Add:** **“Elana Dunkelman brought an update on the Video Game Workshop – Council had approved a \$168 spend in February. They have secured a facilitator and the workshop will take place online on April 23rd.”**

MOTION #3

Moved by Oscar Moreno, seconded by Roy Urbanozo:

“That the Minutes of the ACTRA Toronto Council Meeting of April 7, 2026, as amended, be accepted.”

CARRIED

TABLING OF OTHER BUSINESS

There were no items tabled.

PRESIDENT'S REPORT

President Ziegler reported.

Even before Rob officially started we had begun plotting the revolution, taking ACTRA Toronto the next great height and we started that work where we both – in fact, everyone at this table knows it needs to start – with our members. We have been meeting with members to talk about the most pressing issues we are tasked with creating pathways to solve. But first, we have to acknowledge, listen and be informed by what the members tell us. This is the key to an engaged and empowered membership.

It was and will continue to be imperative to me that Rob be brought in early and often when I am asked to hear a members concerns, their sadness, frustration, ideas and hopefulness.

We also met with August and Paul to do a deep dive on the budget. As I reported last week, with Robs help, we have already uncovered \$150k in savings. What is most impressive to me about that is that we have not lost anything that cannot be built internally while leave space for external vendors on an as needed basis.

On the Government relations front we have three pieces to report on:

1. 2nd reading of the STAR ACT April 21st; 3rd reading pending consultation;
2. Fulsome meeting with Mayor Olivia Chow;
3. Film Ontario AGM

For the AGM report I would like to share a debrief from Victoria Brooks who was attendance with me:

"Ontario Minister of Tourism, Culture and Gaming - The Honourable Stan Cho - spoke on the government's promise to tighten timelines for production tax credits, with the goal of bringing more large-scale productions to Ontario. This is a pivotal move, in order to compete with other jurisdictions with very competitive tax credits, that may potentially lure business away from our province.

The meeting highlighted the success around the Diving Operations regulations, recognizing the unique nature of work done underwater during filming, and allowing it to continue safely, while bringing Ontario's regulations in line with other jurisdictions.

Another highlight was Film Ontario and ACTRA Toronto's consultation in the Ontario government's movement towards regulation of talent agents. Both organizations were instrumental in the recent announcement of the STAR act, which has passed its second reading in Ontario Legislature, led by Minister David Piccini.

Tariffs continue to be a concern in the Film Industry, and the members present rallied behind the idea that we are feeling the effects of production going elsewhere. There was an overall direction that the Entertainment Industry could do more when it comes to shining a light on our financial losses. A comparison was made to the auto sector: when a plant or a line closes, you hear about it, and it incites governmental action. The same needs to stem from our losses, and we need to make some noise!"

Last, we have begun looking at our By-Laws and reviewing past practices. With our ambitious vision in mind Rob and I would like to consider reassigning some of our time together.

1. According to the by-laws we do not need to meet every month.
2. We need time between meetings to accomplish the decisions taken and the directions given and assigned.
3. We need space for more town halls and those need somewhere to go.

4. Next month we will propose a schedule for the rest of the year and we can review at any time if something is not working.

Finally we have a proposal for you where I will be requesting to waive notice of motion and present a case to have Council move our Annual General Meeting to the last week of June 2026.

MOTION #4

Moved by Paul Constable, seconded by Jo Boland:

“That ACTRA Toronto Council Waive the Notice of Motion requirement for the following Motion regarding moving the ACTRA Toronto Annual General Meeting before the end of June.”

CARRIED 1 – Abstention – Cory Doran recorded Abstained

MOTION #5

Moved by Tim Beresford, seconded by Jinny Wong:

“WHEREAS, ACTRA Toronto’s Executive Director, Rob Halpin began his service to the union on April 20th, 2026.

WHEREAS, the ACTRA Toronto financial audit will be ready in June 2026;

WHEREAS, the ACTRA Toronto Awards and the Canadian Screen Awards are underway during the month of May;

BE IT RESOLVED ,that in a one-time, non-precedent setting exception to Article 3 in the By-Laws, Council approves the motion to move the Annual General Meeting of ACTRA Toronto before June 30th, 2026, date and time pending.

This extraordinary exception will have no impact on the other elements and requirements within the ACTRA Toronto By-Laws and the obligations of the ACTRA Toronto Council.”

Discussion

A fulsome discussion took place. Mr. Constable said that he wanted to make sure what Council’s rights are “of trying to bring down a brick wall”.

Ms Ziegler said that this motion will explain to the membership what the potential downside is.

Referring to the attendance at the last AGM, a Councillor wondered how we can attract more Members to attend.

Kara Wooten enquired about the implications of this and whether National has any say in the matter. Ms Ziegler informed her that National has no say in this.

Observer and past Councillor, Heather Allin, was invited to speak to this. She said this is a one-time non-precedent setting exception. and she felt that Members will understand the reason for this, i.e. that Mr. Halpin has just been appointed the ED. Ms Ziegler thanked Ms Allin for her support.

The Motion was tabled until after the Executive Director’s report.

With that, I hand the mic to Rob for his first official report to Council.

EXECUTIVE DIRECTOR'S REPORT

Mr. Halpin introduced himself to Council. He emphasized the importance of maintaining and building a respectful and constructive relationship with Council, while ensuring that resources are used strategically and effectively. He noted that the focus must remain on the organization's core work and priorities.

Referring to the previous week's BlueSky Session, Mr. Halpin stated that the organization should establish a clear strategic plan for where it intends to be in both the short term (1-5 years) and long term (5-10 years), and that this vision / strategic plan should inform the development of the operating plans. He stressed the importance of member engagement and leadership in this process, noting that meaningful progress will require the active involvement of the membership.

Mr. Halpin provided an update regarding the OLRB case related to the ICA / NCA bargaining, advising that the union is awaiting a decision from the courts. He acknowledged that the process may be lengthy and noted that, while increased investment in screen-based industries in Ontario is positive, government intervention may take time.

Mr. Halpin informed Council that, effective May 1, the Co-Chairs of TAWC, Heather Allin and Tonja Richardson, had advised that they would be stepping down from their roles. He expressed appreciation for their leadership and contributions and noted that further recognition of their service would be provided at a later date.

Mr. Halpin shared that he has several ideas for advancing the organization and intends to explore new approaches and opportunities that may extend beyond traditional practices to achieve meaningful progress.

Ms. Ziegler thanked Ms. Allin and Ms. Richardson for their dedication, leadership, and service to the union.

The following Motion that was tabled earlier was presented to Council for their vote:

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CARRIED - 1 Abstention – Sally Nakazi, recorded abstained.

NO JETS TORONTO – Emily Hurson

Emily Hurson said that she would like to raise a brief item for Council's consideration regarding support for *No Jets TO*.

On April 23, the Province legislated to take City-owned land on the Islands to enable expansion of Billy Bishop Toronto City Airport. This is not a new issue — Council will remember that in 2003, Toronto's film and television industry played an important role in opposing jet expansion because of its direct impact on production.

A jet airport immediately beside downtown filming locations raises clear concerns for our members:

- Aircraft noise affecting exterior shoots and sound recording;
- Increased congestion impacting crews, and
- Potential long-term damage to Toronto's competitiveness as a production centre.

She said that she is not proposing a political position today. She is asking whether ACTRA should explore engagement with Mayor Olivia Chow, the NoJetsTO coalition, and our partnering with our sibling unions — DGC, WGC, and IATSE — to determine whether a coordinated industry response is appropriate.

Unfortunately, she watched Mayor Chow in a press conference yesterday and she has shifted her position. She simply said that she wants to make sure that the airport expansion meets safety standards. She seemed resigned to the airport being built.

Ms Hurson said that she is simply asking Council to consider whether protecting the working conditions and future employment of our members warrants ACTRA at least being part of that conversation as it is our responsibility to protect members working environment and the long-term viability of productions in Toronto.

Discussion

A fulsome discussion ensued.

Jo Boland agreed that this will directly affect our industry.

Ms Ziegler said that the Mayor is aligned with us but said that the industry is not. None of the studio partners will say anything. The challenge is that it has been co-signed by the federal government.

Mr. Halpin said that we have to Preference of Engagement and AI is where we have to focus and strategize as to how we need to proceed. However, it is worth exploring it with the other unions.

Anand Rajaram asked whether we were partnering with other citizen groups. Mr. Halpin said that we have not been consulted on this and neither has the Mayor. From our side, we should speak from our perspective and the impact on our industry. Mr. Rajaram asked if we are part of *I*. Mr. Halpin responded that we certainly can explore this. Ms Ziegler informed Council that we are reaching out to our industry partners and said that we should do an outreach to NoJetsTO.

ONTARIO HEALTHCARE – MAY 28TH RALLY – Emily Hurson

Ms Hurson reported.

Ontario Health Coalition is sponsoring a March on May 28th. It starts at Union station at noon and then a march up to Queen's Park.

The group is also providing two-way Via and GO ticket for people out of the city to join. So, anyone from Ontario sign up for free tickets.

Is this something that ACTRA Toronto can vet and send out to the membership?

<https://www.ontariohealthcoalition.ca/index.php/event-get-on-board-may-28-stop-fords-hospital-privatization-train-wreck-giant-protest/>.

Ms Ziegler suggested that Ms Hurson send this information to her, Nicole Fournier, Mr. Halpin and Luca De Franco.

COUNCIL PROJECTS REVIEW

Video Game Working Group – Voice Performance Workshop Report – *Elana Dunkelman*

Elana Dunkelman submitted the following report:

On February 11th, 2026, Council approved a spend of \$168 for the Video Game Working Group to organize a voice performance workshop. The initiative was led by Samy Osman, Myles Dobson, and her, with great support from staff – specifically Ms Fournier, Mr. De Franco and Ms Hauptert.

The workshop took place online via Zoom on Thursday, April 23rd from 1:00–3:15pm, with 78 attendees and 5 members participating. This represents a cost of approximately \$2 per attendee.

Ms Dunkelman moderated the session, beginning with a brief overview of ACTRA Toronto’s current activities in the video game space. Casting and Voice Director, Lindsey Gardner led a presentation on video game performance, introducing core terminology and best practices. She then coached five actors live, working through real-time adjustments.

Participants worked with ambient NPC (non-playable character) scripts provided by Lindsey, focusing on bark lines, efforts/onos, and a short monologue. As a Casting Director, Lindsey emphasized that these types of characters are where actors often need the most direction and guidance. The format allowed participants to experience the pace and demands of an actual session, where performers are required to deliver hundreds of lines in a short period.

56 members applied to be considered to participate. In selecting the 5 participants, they were very intentional about equity, diversity, and accessibility. The final group reflected a range of lived experiences and backgrounds – including gender balance, racial diversity, and a mix of career stages, as well as a performer for whom English is a second language. This was important in creating a space that reflects the breadth of our membership and the realities of the industry.

A couple of quotes from Participants:

“I deeply appreciate that the union offers opportunities like this at no cost. Workshops like these are essential. They support artistic development, create pathways into evolving areas of the industry, and foster a stronger, more connected community among performers. They help artists stay competitive, inspired, and engaged in their craft.”

“As an artist for whom English is a second language, being selected... made me feel the genuine effort toward inclusivity. It gave me the space to exist and be seen.”

An exit survey was emailed to observers - there was overwhelmingly positive feedback, alongside constructive notes on time management and workshop structure, which will be addressed in future sessions. The results also provided clear direction for future workshops. The top areas of interest were:

- Motion capture workshops
- Best practices for video game demos
- Workshops for Vocal health

Proposals in all three areas are already in development.

A request from attendees and from members who were unable to attend was for access to a recording. While this presents a clear opportunity to expand accessibility, it also raises important considerations around performer vulnerability and protecting instructional material. I believe this is an opportunity for Exec and Council to consider a standard approach on publishing zoom workshops - one that balances accessibility with the need to maintain safe, respectful learning environments. This could include options such as a members-only password protected YouTube channel or curated educational content.

This was a low-cost, high-impact initiative that supports both member readiness in video game performance and ACTRA Toronto's strategic positioning in a growing area of the industry. We appreciate councils support and recommend continued investment in this programming to build on momentum and further support members in this space.

Mayworks Proposal – Kate Ziegler

Ms Ziegler discussed the upcoming Screening and Discussion with the cast of *The Porter* – a joint initiative ACTRA Toronto, Mayworks, and the Coalition of Black Trade Unionists (CBTU) that will occur on May 26, at the Paradise Theatre. President Ziegler noted that she will be extending an invite to the co-chairs of the D&I committee to attend the event. In addition she noted that discussion were ongoing with CBTU related to their participation and financial support.

Creators Corner – Kate Ziegler

Ms Ziegler noted her discussion with Gord Rand about the Creators Corner proposal. The cost of integrating that level of information is upwards of \$150,000. As such, and in consideration that the proposal is not completely aligned with what the members want, ACTRA Toronto are not going to move forward with the proposal as it stands.

Asante Tracey said that he is happy to review the surveys and come back with a new proposal.

FINANCIAL UPDATE – Paul Constable, August Lew

Paul Constable gave a shout-out to ACTRA Toronto's Controller, Tina Wang, for preparing a budget review for the past ten years.

He walked Council through the draft budget. We had previously projected a \$1.5M deficit but that has been reduced to \$900,000 due to the rise in working dues.

OMBUDSPERSON REPORT – IN CAMERA – John McGrath

The Ombudsperson's report was in camera. The observers left the meeting when Mr. McGrath delivered his report.

PRIDE PARADE PLANNING – UPDATE & COUNCIL OUTREACH – Mercedes Morris

Ms Morris reported.

The Parade Committee is now active, and she has formally stepped into the role of Chair following encouragement from previous leadership John Nelles.

Planning is currently underway, with a focus on the Pride Parade, in close collaboration with staff Luca De Franco and in consultation with our outACTRAto Chairs. We are already thinking ahead to Labour Day.

Our overarching goal this year is to enhance member engagement and increase ACTRA's public visibility through strategic participation in parades.

As part of this, we are reintroducing special guests, establishing official MC roles, and designing coloured shirts for impact, which will be promoted online to help drive participation and elevate our presence along the parade route.

Ms Morris wants to note that parade registration has additional costs for enhancements like information booths, vehicles on the route, and handing out any branded materials, which can be costly. As such, we will need to be both resourceful and strategic in how we show up.

That's where hands-on support from Council comes in. Really seeking Council members to walk along the parade route, chatting with members and parade spectators. When we take on that kind of labour as elected officials, members can focus on celebrating.

Most importantly, this year we are committed not only to highlighting ACTRA as a union and contributing to the development of a stronger star system, but also to intentionally center and celebrate our 2SLGBTQ+ members in a more visible and meaningful way.

Save the date – June 28, 2026.

RED DRESS DAY

Ms Ziegler said that today, May 5th, is Red Dress Day. It is a National Day of Awareness for MMIWGS2S+ and is observed annually across Canada to honour Missing and Murdered Indigenous Women, Girls and Two-Spirit people.

Council observed a moment of silence.

WORKING WITH TRANS ACTORS: BEST PRACTICES GUIDE – Asher Rose

Asher Rose, the Chair of the Gender Diversity Subcommittee of outACTRAto, presented the *Working with Trans Actors: Best Practices Guide*. They shared a little bit about the guide. It is a place for community members to go. They want to acknowledge that not everyone feels the same way. This is not the first Trans advisory group that has created a guide. It is important that this guide is not only coming from the committee but from ACTRA Toronto. They said that the subcommittee hopes that there is something for everybody in the guide.

Ms Ziegler said that she is committed to bringing this to ACTRA National. She said that it is important that everyone read the document. She asked what questions are asked of Trans People that we should be aware of.

Asher Rose said that they get questions like, “What rules should I be calling in for Casting breakdown?” Bathrooms on set, wardrobe and make-up, etc., are some of the queries. Everybody is scared about offending somebody.

Asher Rose thanked Ms Ziegler for making the time for them to come in and address Council. They said that they are looking for someone to make the Guide appealing to the eye.

Ms Ziegler said that she has received a nod from Mr. Halpin for integrating this document. She will ensure that our members know that this document exists. She thanked Asher Rose for speaking to Council.

BSO REPORT – Mercedes Morris

Ms Morris submitted the following report on the BSO Symposium and the key takeaways and recommendations.

She attended the BSO symposium on her own initiative this year, in the capacity of an emerging producer. It felt important to be in the room, not only to build relationships and expand her producing knowledge, but also because she can never seem to take her VP hat off and wanted to ensure that performer perspectives and ACTRA’s voice were represented in those conversations.

She came away with several key takeaways that she believes are valuable for Council and our membership.

1. New Funding Opportunities: Canada Media Fund (CMF) has introduced enhanced Sector Development Support, including

- Workforce Advancement Stream (May 29 – June 5)
- Organizational Advancement Stream (July 3 – July 10)

Recommendation: We should share these opportunities with members and explore whether ACTRA can access this funding to support internal initiatives such as Creator’s Corner. This presents a strong opportunity to be fiscally strategic by bringing in external resources while demonstrating tangible value to membership.

2. AI & Industry Innovation

AI expert Owais Lightwala (TMU professor) presented on how AI tools can streamline production workflows, support funding searches, and assist in creative decision-making.

Recommendation: As we continue advocating for AI guardrails, it will be important to engage directly with experts in this space. This will help ensure we are shaping practical, informed policies that both protect performers and allow us to responsibly leverage AI as a tool.

3. Industry Growth vs. Artist Benefit

There was strong discussion around production growth in Canada and how funding contributes to that growth. However, there was limited focus on how those funding investments translate into meaningful opportunities and benefits for Canadian artists.

She believes we need to remain vocal around:

- a. Ensuring Canadian tax dollars directly support Canadian talent.
- b. Strengthening the development of a Canadian star system.
- c. Staying proactive on the ongoing Preference of Engagement (POE) concerns.
- d. Advocating for long-term sustainability for Canadian performers.

In closing, she would strongly support ACTRA maintaining a presence at this symposium annually. It is critical that we not only have representation in these spaces, but that we are actively shaping the conversation - ideally with a stronger presence on panels. We need powerful voices on the mic.

Discussion

Asante Tracey said that he was attend the BSO Symposium through ACTRA Toronto. He said that we could definitely benefit from a bigger presence there. There seems to be opportunities opening up for diverse voices; but still some caveats about that. He met an emerging group of diverse creators and suggested creating an international presence and building a relationship with them.

Izaiah Dockery thanked ACTRA Toronto for an amazing opportunity. He mentioned the shift from DEI to D&I. He said that removing “equity” from it is not a good idea

Cory Doran said that he has heard that the 2026 International Conference on Equality, Diversity and Inclusion which was to be held in Dubai, UAE, in November 2026, will not be taking place there and the organization is scouting a new location. It was suggested that Canada be made a hotspot as there is an enormous opportunity to draw international work. Jobs are there and we should go find them.

TAFFI REPORT – *Elana Dunkelman*

Elana Dunkelman and Anthony Sardinha represented the organization at the Toronto Animation Arts Festival International (TAFFI) on April 11, 2026, where they hosted a vendor table. Gail Hauptert also participated as a panelist on working with unions.

Key Observation: The animation industry, especially children's programming, is struggling, and many animators are currently out of work, which was a noticeable source of stress among attendees.

Two Recommendations:

1. More creative employer-facing outreach – Beyond panels, Ms Dunkelman suggests finding innovative ways to engage employers at conferences, such as live script readings or member-led masterclasses for employers.
2. Sizzle reel for the vendor table – Currently the table only had QR codes and printed materials. A sizzle reel would serve as a stronger calling card and sales tool to draw employers in. There are limitations within the IPA, but we are exploring how we can get this made.

CREATIVE ARTS FINANCIAL

Nick Eddy, Branch Manager, Creative Arts Financial, made a presentation to Council regarding CAF’s partnership with ACTRA Toronto.

IN-CAMERA

An in camera discussion took place from 2:30pm to 3:10pm during which only elected Councillors and senior staff were present. Alternates and observers were asked to leave the room.

NORTHERN & GENERAL OSLO REPORT – *Gail Hauptert & Bill Cole*

The following is Gail Hauptert’s presentation to Council

Starting at the beginning.

In the FTDM (Film Television and Digital Media) Department, we have 5 rep teams consisting of a Business Representative and an Associate Business Representative. In the NCA Department, we have one team.

For FTDM, each team has about 15 – 20 active productions, and up to 30 per team that are in various forms of wrap from camera to ADR. These numbers don't include co-ops or student films either. Noting that we have timelines in place for the collection and return of bonds and a checklist of paperwork to receive. I mention this for context.

For NCA, this number is a bit varied, as commercials have a quicker shooting time than film/tv as you know. Representatives aim to be on sets when they can, both to ensure things are running smoothly for our members, and to help with issues that arise on sets. High priority flags are when there are large backgrounds, minors, or nudity.

With the number of Productions on the go, it is not always possible for staff to be on set, so we have an OSLO program in Toronto to assist.

One thing to note is that under the terms of A511 in the IPA, **Access to Studio or Location** the Producer shall allow an ACTRA representative access to sets and locations, **upon reasonable notice**, to verify compliance with the terms of this Agreement. Any such access shall not interfere with the Production schedule.

To maintain good working relationships with the production teams here, we abide by A511 and call productions in advance of staff or an OSLO going. If it is deemed that we are impeding production in any way, we could be on the hook financially for damages.

ACTRA JOB DESCRIPTION

Staff Agreement:	United Steelworkers
Position Title:	Business Representative
Reporting Responsibilities:	Reporting to and working under the direction of the Regional Director, Executive Director or designate
Position Responsibilities:	<ul style="list-style-type: none">• Work assignments, workflow, setting priorities and assigning deadlines will be facilitated by the Branch Representative (regional branch offices).• Ensuring compliance by members and engagers to ACTRA Collective Agreements whether through education or enforcement, including:<ul style="list-style-type: none">→ on set stewarding.o ensuring compliance with bond requirements the value of which is determined by

We had a slideshow on our IG a few months ago to explain what OSLOs are and what they do.

On Set Liaison Officer (OSLO)

OSLOs are Full Members of ACTRA Toronto who serve as the eyes and ears of the ACTRA Toronto Business Representatives (staff) on set. OSLOs report directly to ACTRA Toronto Business Representatives and work under their direction.

WHAT DO THEY DO?

OSLOs help ensure the workday runs smoothly for everyone by reporting concerns back to the Business Representative. They do not interpret Agreements, do not resolve disputes on set, or provide contract information. Members can raise concerns for the OSLO to take to the Business Reps as required.

WHEN DO THEY GO TO SET?

OSLOs are sent to sets by a Business Representative when ACTRA Toronto staff are unable to be present. They may include large background days, scenes involving minors or nudity, or exterior shoots during extreme weather conditions.

CAN THERE BE AN OSLO OR BUSINESS REP ON EVERY SET?

With the number of productions shooting each day, six Business Reps, and a rotating pool of OSLOs, it isn't always logistically or financially possible to have on set presence every day. OSLOs are only one part of ACTRA Toronto's on-set oversight and member support system. This is why member education is important, so you know your rights on set and can contact us with any concerns.

We have recently trained more OSLOs to go to set; they're paid honorariums when they do go to set, with premiums for extended hours or after-hours set calls.

Discussion

Tamara Podemski said that she has been hearing from members about the lack of presence of OSLOs on set. She asked about the difference between a Steward and OSLO and asked if there is training available and whether she could be one.

Amy Matysio said that she has been an Equity member for over 20 years and just recently an Equity representative handed her a card.

It was noted that any Full Member in good standing can become an OSLO.

A discussion took place whether Councillors could volunteer to go to set. Mr. Halpin said that we have the power here to do and set policy but there may be rules that we have to follow, i.e. change the By-Laws. We will take it under advisement as we will have to discuss this further.

Ms Haupert said that she is willing to do a condensed OSLO training.

Bill Cole said that ACTRA does not like it if you are involved in a production – one-liner is not a problem. He said that a normal OSLO call is four hours.

Anand Rajaram asked if there has ever been or could there be instances if it (the production) goes to court – can an OSLO be subpoenaed to go to court?

Paul Constable assumed the Chair at 3:38pm.

Ms Haupert responded to Mr. Rajaram's query and said that that has never happened.

In response to Victoria Brooks' query, Ms Haupert replied that an OSLO is a conduit. She talked about an Ambassador Program- different streams that we can look at.

Mr. Cole said that the goal is to meet with everybody, i.e. child/parent.

Ms Podemski said that she never knew that she could call ACTRA if she needed extra support.

OTHER BUSINESS

AWARDS UPDATE: Amy Matysio and Dina Pino

Ms Matysio reported that the event is sold out. Just over 700 folks will attend the 24th Annual Awards in Toronto. Everything is moving steadily and she said that they could not do it without the help of help of volunteers and staff. She said that the Committee (Dina Pino, Amy Matysio, Elana Dunkelman and August Lew) has taken on Box Office this year.

Ms Matysio thanked Tim Beresford. This would not have happened if we did not build a coalition with the DGC and IATSE. This is the first time we have done something like this.

We are approximately \$5,000 away from our budget. We are still kicking the can. We have done the distance and should now focus on the show.

Mr. Constable asked that an email be sent to the volunteers as to when they are scheduled.

NORTHERN AGENDA

Mr. Cole said that the North always felt out of place. Thanks to Ms Ziegler and Ms Dunkelman who made it happen for the North to be heard. There is nothing filming there in June. He held a meeting with the Northern members after being elected.

Mr. Cole said that there is group of young filmmakers who hold a script fest in a cinema. They select three people to stand up and pitch. This happens every four months and they get 12 scripts. All of these are non union films. He has been talking to the organizers about getting a low budget agreement for them. They did not know what this is.

The Recording Secretary left the meeting

THE MEETING ADJOURNED AT 4:50PM

COMMITTEE & CAUCUS HIGHLIGHTS

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

Executive Liaison: Elana Dunkelman, Mercedes Morris & Jinny Wong

Staff Liaison: Clare Johnston

Child Advocate/Minors Committee – Angelica Alejandro, Child Advocate & Chair, Minors Committee

- Calls from parents/guardians of younger minors/infants on safe engagement of Minors.
- Minors Committee Meeting took place on April 10, 2026, through Zoom.
- Parents/Guardians who could not attend and requested, were given one-on-one calls to update.
- Meeting Recap documents that I presented were sent out with Committee Newsletter.
- Next steps were discussed with Committee with sign-ups for sub-groups to start addressing/deep dive on issues identified.

Executive Liaisons: Paul Constable & Kate Ziegler – Staff Liaison: Jennifer McGibbon

Editorial Committee – Chair, Joy Tanner

- Between March 1 and April 30, 2026, PerformersMagazine.com achieved over 3,400 pageviews and almost 3,000 unique impressions.
- Published articles in April:
 - [In conversation with Paul Sun-Hyung Lee](#) (April 2, 2026)
 - [Celebrating the 2026 Outstanding Performance On-camera Nominees](#) (April 23, 2026)
 - [Celebrating the 2026 Outstanding Performance Commercial Nominees](#) (April 23, 2026)

- [Celebrating the 2026 Outstanding Performance Voice Nominees](#) (April 30, 2026)

Executive Liaisons: Elana Dunkelman, Paul Constable and Emily Hurson – Staff Liaison: Luisa Alvarez Restrepo

outACTRAto – Co-Chairs, Matt Lemche and Madelaine Rose

Meetings/General

- Committee meeting held on March 17th, next meeting May 19, 2026.
- Madelaine Rose, Asher Rose, and Matt Lemche participated in focus groups facilitated by [Queering the Screen](#) in their effort to collect data on the needs of 2SLGBTQIA+ industry members.

Gender-Diversity Subcommittee

- Best Practices Guide for Working With Trans Actors submitted to staff and executive council for final review

Working Groups

- WTSR
 - Writer submissions opened on April 10th, submissions will close on Saturday, April 25th.
 - Jury has been assembled and will begin adjudicating scripts after April 25th.
- Queer Your Stories
 - The Tender Chosen team has submitted the film to Inside Out for programming.

InsideOut Partnership

- Inside Out partnership has been renewed for the 2026 season. Please contact Luisa Alvarez Restrepo for details.

Trans Picture Day

- Partnership with Spindle films and ACTRA Toronto has been renewed for the 2026 event, Trans Picture Day, with in-kind support offered from outACTRAto for event management