

**ACTRA TORONTO
COUNCIL MEETING VIA ZOOM
MONDAY, DECEMBER 16, 2021**

PRESENT

David Gale, President, in the Chair
Angelica Alejandro, Vice-President
Rebecca Applebaum, Vice-President, alternate for Maria del Mar
Angela Asher, Vice-President
Jocelyne Zucco, Vice-President
Fuad Ahmed
George Alevizos
Heather Allin
Dalmar Abuzeid
Sandra Beckles
Martha Chaves
Wendy Crewson
Paul de la Rosa
Aidan Devine
Kevin Hanchard, alternate for Thom Allison
Ruby Joy
Grace Lynn Kung, alternate for Theresa Tova, Past President
Deb McGrath
Janet-Rose Nguyen
Tonjha Richardson, alternate for Lisa Michelle Cornelius
Gugun Deep Singh
Samora Smallwood
David Sparrow
Joy Tanner
Louisa Zhu

REGRETS

Shereen Airth
Shawn Doyle
Art Hindle
Linda Kash
Tony Nappo
Jack Newman
Leah Pinsent
Anand Rajaram
Richard Young, Treasurer
Marie Kelly, National Executive Director
Nicola Correia-Damude

COMMITTEE & MEMBER CAUCUS CHAIRS, OMBUDSPERSON

Karen Ivany, Ombudsperson
Victoria Murdoch, Chair, Apprentice Caucus

ALSO PRESENT

Alistair Hepburn, Executive Director, ACTRA Toronto
Sue Milling, Advisor, ACTRA Toronto
Judy Barefoot, Director, Commercial Production, ACTRA Toronto
August Lew, Director, Finance and Administration, ACTRA Toronto
Karl Pruner, Director, Communications, ACTRA Toronto
Karen Ritson, Director, Finance and Administration, ACTRA Toronto
Nicole Valentin, Director, Member Services, ACTRA Toronto
Gail Hauptert, Manager, Film, Television and Digital Media, ACTRA Toronto
Cass Enright, Media Relations, ACTRA Toronto
Maxine Bower, Special Advisor, ACTRA Toronto
Taisa Dekker, Industry Relations, ACTRA Toronto
Jenn Paul, Industry Relations Specialist, ACTRA Toronto
Karen Woolridge, Public Relations Officer, ACTRA Toronto
Freda Merritt-Gambrill, Recording Secretary, ACTRA Toronto

The meeting was called to order over Zoom at 10:03 a.m. with President, David Gale, in the Chair. Mr. Gale welcomed everyone to the last Council meeting of 2021. The incoming Councillors had voice and vote and the outgoing Councillors had voice but no vote at this meeting.

He thanked Karen Ritson for all she has done for ACTRA Toronto for the past 22 years as Director of Finance and Administration and welcomed August Lew who will be taking over from her.

The reading of the Land Acknowledgement by Joy Tanner was followed by reading of the Equality Statement by George Alevizos, Louisa Zhu, Dalmar Abuzeid and Deb McGrath.

APPROVAL OF THE AGENDA

The following changes were made to the Agenda:

Item 9 – Marie Kelly, National Executive Director, was unable to attend the meeting and sent her regrets. The National Report was deleted from the Agenda.

MOTION #1

Moved by Deb McGrath, seconded by Heather Allin:

“That the Agenda for the ACTRA Toronto Council Meeting of December 6, 2021, as amended, be accepted.”

CARRIED

APPROVAL AND CORRECTION OF THE MINUTES

There being no corrections to the Minutes, the following was moved:

MOTION #2

Moved by Heather Allin, seconded by Deb McGrath:

“That the Minutes of the ACTRA Toronto Council Meeting November 1, 2021, be accepted.”

CARRIED

PRESIDENT’S REPORT

David Gale gave a brief report:

- Attended the Sandi Ross Awards. It was a great event and is available on YouTube.
- Chaired the Executive Meeting on November 16th.
- Attended both IPA and NCA Negotiations.
- Attended the PRS Minors’ Trust meeting. 25% of minors’ earnings are placed in a trust fund until they are 18. After switching over from CASCU to FirstOntario parents and guardians have no access to monitor these funds. PRS is working with FirstOntario to change this.
- Film Union Leaders met re the new development at the base of Broadview.
- As part of the IPA negotiations, ACTRA, the ANDP, AQPM and CMPA met regarding dubbing as a significant amount of dubbing work is done out of Montreal.
- Met with Julie Dabrusin regarding what ACTRA Toronto and our industry wanted from the new Liberal Government.
- Celebrated Hannukah.
- Attended the new Councillors orientation session.

- Attended the final IPA negotiating sessions – where we got a deal.
- Attended the FilmOntario AGM on Thursday, December 2nd, at which Alistair Hepburn was elected to their Board.
- ACTRA National Council Executive met and approved the IPA Terms of Settlement.
- Emergency ACTRA Toronto Council meeting was held on December 6th to discuss and approve the IPA Terms of Settlement (see separate minutes).
- Chaired the ACTRA Toronto Town Hall regarding the new terms in the IPA.
- Attended two more full days of NCA Negotiations on December 8th and 9th.
- Attended the ACTRA PRS Annual General Meeting on December 15th. Met with National and PRS to negotiate the unclaimed NKA (No Known Address...also called UCMs – Unclaimed Monies) PRS monies that we hope to have returned to the branches after five years where this money is earned. Negotiations continue.
- Attended the National Constitution Subcommittee meeting during which the 2023 dues increase was discussed.
- Attended the ACTRA National Hair and Make-up Grievance meeting. National will be sending out a press release making public their intention to file a policy grievance on the BIPOC hair and makeup issue.

SPECIAL GUEST - #AFTERMETOO – KATE CORNELL

Kate Cornell, Research and Training Director and Jasmine Spie, Consultant and Recovering Lawyer, were introduced to Council. Kate presented a proposal for an exclusive webinar for a maximum of 25 people. This will be free for ACTRA Members. Ms Cornell said that the content can be focussed for the context of the specific committees. These webinars will be delivered between January and March 2022 and will cover harassment law, strategies for witnesses to harassment and a component on mental health.

It was suggested that this type of training be added to the Respect on Set Course and that this training be offered to Acting Coaches and Educators.

PRESIDENT'S REPORT (Continued)

Mr. Gale continued with his report after the presentation from Kate Cornell.

- Met with the outgoing Stunt Committee and the Women's Stunt Committee. The Stunt Award was discussed and how the new Stunt Committee would be initiated. It was a very productive meeting.
- The press release announcing ACTRA Toronto's Award of Excellence winner went out today. Council viewed the video of Art Hindle's career that has been put together by Cass Enright.

EXECUTIVE DIRECTOR'S REPORT

Alistair Hepburn reported on the following:

- He attended the Ontario Minister of Tourism, Culture and Sport, Eleanor McMahon's recent town hall meeting which was held to give an update regarding the new restrictions due to the Omicron variant. Audience capacity limits for live performances have been reduced. Mr. Hepburn is hoping that the holiday break in shooting will provide a bit of a circuit-breaker for the our industry.
- At the January Council meeting, Council will elect our new Executive as well as our ACTRA Toronto National Councillors. National Council meets twice a year. Article 11.4 of the ACTRA Toronto By-Laws talks about the election process. Candidates for the Executive will have three minutes to speak and Toronto National Council candidates will be limited to two minutes. Responses will be limited to two minutes. The successful candidate should receive 50% plus 1 of the votes. In the event of a tie, balloting will be repeated.

Industry Relations – Taisa Dekker

- One digital talk show series and two short films became signatory to ACTRA after meetings with the union about the benefits of engaging union performers.
- Took part in the Web Series Canada Connect event to speed-network with 12 web series producers and inform them about the benefits of working with ACTRA performers. Discussed the New Media language in the

Independent Production Agreement, and the Web Indie Production Agreement, a low-budget contract for digital series.

- Had additional discussions throughout November with one producer interested in engaging ACTRA talent on an animated web series currently in development.
- Post-Secondary Outreach:
 - Humber College – Broadcast & Videography – November 1, 2021 – 15 students
 - Humber College - Television Writing and Producing, Post-Graduate Program – November 19, 2021 – 37 students.
 - York University - Film Production Post-Graduate Program – November 26, 2021 – 13 students.
 - Toronto Acting Academy – November 27, 2021 – 20 students.
- Attended the following industry events:
 - Academy Talks: Framing the Future | Building the Canadian Indie Game Community.
 - Toronto Animation Arts Festival International – Industry Conference.
 - Master Shot Summit.
 - CEBSA Conference.
- Ontario Creates sponsored the Continuing Education School Boards Association of Ontario Conference to promote employment in the screen-based industries and partnered with unions and guilds on the event. Attendees of the conference were directed to Ontario Creates' virtual booth, which included information from ACTRA Toronto, IATSE 667, IATSE 873, IATSE 411, NABET and DGC Ontario.
- Presented on the Unions & Guilds Panel at the Master Shot Summit, a conference organized by Windsor Filmmaking.
 - ACTRA member Lisa Michelle Cornelius spoke on behalf of ACTRA Toronto on the Diversity, Equity & Inclusion Roundtable.
 - ACTRA member Sean Rey was a featured speaker and shared his experiences working in video game productions.
- Met with the new London Film Office about their goals to build the industry, workforce development, and promotion of ACTRA members in the region.
- Met with Ontario Creates about promotion of ACTRA members working in interactive digital media.
- Met with a film festival the union sponsored in 2021 to discuss a potential sponsorship for the 2022 event.
- The 36 ACTRA members who took the Diversity in Voice – Commercial VO & Vocal Health workshop in 2020 and 2021 were invited to attend the Diversity in Voice – Practice Commercial Audition Session with Casting Directors Kim Hurdon and Zach Anderson. In total, 21 members attended the session to gain experience in auditioning for commercial voice over work.
- On December 14th, 2021, we are launching the first ever **Co-op Collab** event to educate Toronto members about the ACTRA Toronto Co-op Guideline and encourage them to network with other members interested in creating content. Over 200 members registered within a few days of the event announcement, so we closed registration and put up a new link for a future Co-op Collab in 2022 - <https://airtable.com/shrjU3QfujfEYQQgW>.
- Work on the ACTRA Toronto Best Practices for Audition Standards continues.
- Planning continues for the 20th Annual ACTRA Awards.

Industry Relations - Anti-Black Racism, Diversity, Equity & Inclusion: Jenn Paul

- Participated in several days of IPA Negotiations to oversee DEIB proposals & language
- Produced and broadcast the Sandi Ross awards, which aired on November 12th and [can be viewed here](#). This year's awards honoured Tracey Deer and the *Tallboyz II Men* for their invaluable contributions to advancing diversity and inclusion in the film and television industry.
- As part of our partnership with the Reel Asian Film Festival, Gail Haupt and she met with in one-on-one meetings with several filmmakers from the festival who were interested in learning more about the various ACTRA agreements and how to engage ACTRA performers.
- Held the 14th edition of Working the Scene in Colour on November 25th, 2021. The event was very well attended – with at least one showrunner in the audience and multiple industry professionals. The next edition will take place in early 2022 with a date TBD.
- Attended the monthly outACTRAto meeting. The *Queer Your Stories* short film competition is now closed. The committee is planning for their second edition of Working the Scene in Rainbow for early 2022.

- On behalf of ACTRA Toronto, the D&I Committee gave out several complimentary tickets for the Mosaic International South Asian Film Festival, as a festival sponsor. ACTRA Toronto member Ganesh Thava was selected as this year's "MISAFF Star", serving as an ambassador for the festival and receiving recognition as a rising star within the South Asian community.
- Work continues on the development of the anti-oppression training outline
- Work continues on the Audition Standards document
- Planning continues for the first ever "Co-op Collab", which will take place on December 14th and has been met with overwhelming interest from ACTRA Toronto members. This is an initiative borne partially out of a desire for the spirit of the Demo Reel Initiative to live on. *How can we help performers from underrepresented groups, new members who want to gain experience, and members who want to book more principal roles obtain quality content for their demo reels?* This event will teach performers how the Co-op Guidelines work, and then give them the chance to network with other members looking to create a Co-op production. It is our hope that lots of folks from underrepresented groups will be able to leverage ACTRA's existing agreements such as the Co-op Guideline, Digital Self Promotion, and our Student Agreements to find meaningful roles that they can feature in their own demo reels. Registration for this year's event is at capacity (over 200 registrants!) and has now closed, but ACTRA members wishing to sign up for a future Co-op Collab session in 2022 can sign up [here](#).

Special Advisor – Maxine Bower

- Membership Support
 - Supporting performers through the closure of a harassment case re racism and dangerous conditions on set.
 - Supporting members with mental health concerns navigate issues at work.
 - Referring member with mental health concerns to an external mental health service.
- Sexual Harassment and Assault complaints
 - Assisted with the review of an ongoing case of sexual harassment and assault case.
- Membership Education
 - Educating member on consent and assault.
 - Attended Respect on Set course.
 - Answered questions and responded to new members' concerns regarding inequity, harassment, and other related issues in the industry.
 - Attended Diversio's anti-racism training to review its appropriateness/applicability to ACTRA's needs.
- Consultation and Support for colleagues
 - Supported colleagues who have been interacting with members living with serious mental illness (debriefed after difficult calls, offered tips and insights, etc.).
- HAVEN Helpline
 - Attended meeting with LifeWorks, Lisa Blanchette from ACTRA national, and Nathalie-Anne from DGC. This meeting included a close review of the helpline intake process, as well as a review of what improvements need to be made.
- Planning for Future Initiatives and collaboration with other organizations
 - Conducted a close review of the AfterMeToo reports.
 - Met with AfterMeToo to plan ways to address the various concerns highlighted in the reports.
 - Met with Lesley to explore the implementation of a third-party investigation process (an idea to help address fear of bias and retaliation when reporting harassment).
 - Ongoing research of third-party human resources organizations to hire (to support productions improve responses to harassment complaints).
 - Met with Industry Relations (Jenn Paul) to plan projects to implement in the new year (how to create and promote a safer work culture across the industry).

OPERATING PLAN – BLUE SKY

Council was divided into breakout rooms to blue sky the 2022-2023 Operating Plan.

WORD FROM THE SET

There were concerns raised about background checks, Zoom audio and visual delays adversely impacting chemistry reads, the the COVID testing not required in ACTRA Ottawa's jurisdiction. Mr. Hepburn clarified that ACTRA Toronto standards are that testing is required every 72 hours.

There was also a discussion on the difference in pay scales for performers working in Vancouver compared to those working in Toronto.

EXECUTIVE REPORTS

Mr. Gale thanked the Treasurer and each of the out-going Vice-Presidents, individually, for their hard work and commitment to ACTRA Toronto.

Treasurer – Richard Young: Richard Young was unable to attend the meeting but he gave his report in a video. He urged the new Councillors to pay attention to the budget. He said that the financial year starts in March and ends on February 28. He talked about the Strike Fund which is our "ace in a hole". Without this ACTRA Toronto will shut down. It protects our right to strike. He said that the decision about the new office space should include whether it should be on the subway line. He also said that Council should consider a dues increase.

For the benefit of the newly elected Councillors, August Lew gave a primer on understanding Financial Statements. She then reported on the Financial Statements. The shared documents are for "Council eyes only". We are currently at 75% of the year.

Vice-President, Angelica Alejandro: The following are the reports under Ms Alejandro's portfolio:

Apprentice Caucus: Victoria Murdoch reported.

The Caucus met on November 17th on Zoom followed by an optional non-official Zoom happy hour. They discussed:

- concerns around the use of the derogatory word on set, and ACTRA's role in the fall-out - clarifying ACTRA's current position.
- concerns around use of firearms on set in response to a death on set in the USA.
- thoughts and options on the post-COVID reality as it relates to auditions. Will we ever return to in-person? There are benefits and drawbacks to both virtual and live auditions.
- shared information about the TAWC trial childcare program and encouraged caucus to spread the word so that the program is a success and can be continued past its trial period.

Upon being approached by the conference committee to contribute to the winter virtual conference, we have a working document to gather thoughts/ideas/suggestions of topics that will be shared with the committee in advance of the meeting on December 14th.

The Caucus will likely be meeting in January, and notes from December's Council meeting will be given to the Caucus in a newsletter prior to the holiday closure.

Background Advocate: Shereen Airth reported:

- Many members concerned regarding late payment fees, and the policy requiring members to go through their agent regarding late payments.
- Assisted performers with information and/or direction to specific staff (primarily Business Representatives and Membership), as well as to various information platforms including ACTRA Toronto, ACTRA National, AFBS, Canada.ca, Haven, and others.
- Reminded performers that things posted on social media are there forever and are accessible to anyone at any time, particularly during negotiation years.

- Continue to respond to many inquiries and posts regarding the COVID requirements, sharing vaccine FAQs.
- Asking all members she has contact with to read the COVID protocols, COVID FAQs and any and all e-blasts in depth.
- Members are generally experiencing email fatigue.
- Provided some wellness calls to several members.

Child Advocate: Christina Collins

Ms Collins is hoping to schedule another parent/minor session in the new year. The last one over Zoom was greatly received.

She will be presenting an informative look into the industry as a guest speaker at Pierre Trudeau High School this coming Wednesday. Ms Collins forward to informing young up and coming performers of who/what ACTRA is/does and what they can expect as a professional performer in Canada.

She soldiers on getting information out to parents and minors.

Vice-President, Rebecca Applebaum: The following are the reports under Ms Applebaum's portfolio:

Ontario Green Screen: Rebecca Applebaum reported.

The first round of applications for the ambassador program closed in early November and OGS received 20 applications from individuals representing different roles in production, including a couple of actors, which is great to see. To be eligible for the next round Ambassador applications, one must register for the Climate & Sustainable Production Training on OGS website (ontariogreenscreen.ca). Check regularly, as new dates are being added on an ongoing basis.

Also, at OGS, they have been hearing a lot about all the great stuff that the production *Y: The Last Man* did to prioritize sustainability on set. So it was great to see this video of what it actually looked like on the ground: <https://www.youtube.com/watch?v=NWm3rdNYWdQ>. They truly are an inspiring example of what can be done, and right here in Ontario.

TAWC: Dominique Brownes and Joanna Swan submitted the following report:

- The Committee is looking to hold their next meeting in February – date to be determined.
- TAWC held a Zoom Virtual Social on November 12 and it was a successful gathering chaired by Ms Brownes. It was nice to see everyone, connect with familiar faces and some faces that had not had the opportunity to attend a TAWC meeting in a while. They championed the members who were running for Council, reminded everyone to vote and announced that the Childcare Initiative pilot project would launch in the new year.
- TAWC 2020 Short Film Creation Lab film, *Rainbow Baby*, is still awaiting confirmations from film festivals . They are happy it is an Official Selection of the Berlin International Art Film Festival competition and are hoping for more.
- The Masterclass Pass is still going on. Two new passes have been purchased as part of the 2 for 1 special so that they can continue the initiative in 2022. An email reminder will be sent out to members who have to contact Ms Brownes directly for registration and access. Log-in credentials are sent on a bi-weekly basis.
- The TAWC *I NEED A READER - WhatsApp Self Tape Group* continues to be popular, a few members have been added and it is incredibly helpful to have access to such a large network of readers to request help for self-tapes. TAWC members are readily available to assist with self-tapes, rehearsals and auditions. As always, thanks to Cait Alexander for spearheading this.
- The TAWC Childcare Initiative has officially been approved by Council. The sub-committee has met virtually to set things in motion and have everything ready to launch the pilot. Launch date is set for January 3, 2022. Another

meeting will be held December 9th to map things out, review the promo and delegate a few tasks among the sub-committee members.

Voice Committee: Krystal Meadows submitted the following report:

On November 20th, The Voice Committee in partnership with the Diversity and Inclusion Committee and ACTRA staff, arranged Zoom Mock commercial VO auditions with casting directors/voice directors Kim Hurdon and Zach Anderson. 21 members participated in the session. This event was open to anyone who had previously participated in the Empowering the BIPOC performer Commercial VO training and Vocal Health with Tracey Hoyt and Alicia Richardson. This event was also open to outACTRAto members who may have also participated in the training session in October with Ms Hoyt and Richardson.

Each performer had a 10-minute Zoom one-on-one mock audition to practice what they learned with Ms Hoyt and Ms Richardson. Members received re-directs and feedback. Then, they could join a small group Q&A with Mr. Anderson or Ms Hurdon after all the auditions took place.

Vice-President, Jocelyne Zucco: Following are reports under Ms Zucco's portfolio:

Conference Committee: Jocelyne Zucco and Rebecca Applebaum.

Ms Zucco reported that next winter conference will include sessions with *Run the Burbs*, auditioning for one or two-line roles, and taxes. They hope to screen some Co-op films.

Act Your Age: John McGrath submitted the following report:

- On October 30th AYA held a successful Table Read of the episodic comedy *The Kominsky Method*. Members had good fun playing all of the characters of the episode. The producers made the episode available to the public.
- Their next session, on December 10, 2021, will be an informal, fun and festive wrap-up to 2021. They will be holding a virtual holiday get-together, a virtual house party. Members are invited to take the virtual stage and perform a song, a poem, a skit, etc., or they can just come for some cheer and chat. It will be very informal, fun and festive.
- AYA is already planning ahead to 2022, with a session on commercial voice over work with ACTRA member Tracey Hoyt. The tentative date is January 23rd.

President, David Gale: The following report is under Mr. Gale's portfolio:

Editorial Committee: Joy Tanner reported that the Committee was quiet this month but is pleased to report that Maxine Bower's report on Harassment was shared in the Lifeworks (formerly Morneau Shepell – <https://lifeworks.com/en/morneau-shepell-now-lifeworks>) mobile application. For another read of the article, please check out <https://www.actratorontoperformers.com/is-this-harassment/>.

The New Year promises to have more information, including material on IPA negotiations and a feature to meet the new Council.

outACTRAto: Joanne Vannicola submitted the following report:

Not a lot to report for queer committee. Inside Out announcement and outACTRAto screenplay initiative is underway.

It was announced that Ms Vannicola was seeking a new committee chair and likely in new year there will be more to report, including additional work on the next WTSR, and future projects the committee is discussing.

OTHER BUSINESS

Outgoing Councillors Angelica Alejandro, Angela Asher and Rebecca Applebaum offered thanks and words of advice to the incoming Councillors. Ms Asher encouraged them to read everything that the union sends them and to own their power. She urged them to care for the minor members. She also thanked Sue Milling for her guidance.

Mr. Gale thanked all the outgoing Councillors for their passion and devotion to ACTRA.

ADJOURNMENT

The meeting adjourned at 3:16 p.m.