

**ACTRA TORONTO
COUNCIL MEETING VIA ZOOM
MONDAY, NOVEMBER 1, 2021**

PRESENT

David Gale, President, in the Chair
Angelica Alejandro, Vice-President
Rebecca Applebaum, Vice-President
Angela Asher, Vice-President
Richard Young, Treasurer
Theresa Tova, Past President
Jocelyne Zucco, Vice-President
Shereen Airth
George Alevizos, alternate for Shawn Doyle
Heather Allin
Dalmar Abuzeid
Avaah Blackwell, alternate for Wendy Crewson
Maria del Mar
Lisa Michelle Cornelius
Paul de la Rosa
Aidan Devine
Kevin Hanchard
Art Hindle
Leah Pinsent
Deb McGrath
Tony Nappo, alternate for Jack Newman
Samora Smallwood
David Sparrow
Joy Tanner

REGRETS

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
Karl Pruner, Director, Communications, ACTRA Toronto
Karen Ritson, Director, Finance and Administration, ACTRA Toronto
Nicole Valentin, Director, Member Services, ACTRA Toronto
Gail Haupert, 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 and thanked everyone for their attendance.

The reading of the Land Acknowledgement by Avaah Blackwell and Tony Nappo was followed by reading of the Equality Statement by Paul de la Rosa, Angela Asher, Dalmar Abuzeid, Lisa Michelle Cornelius, Victoria Murdoch, George Alevizos and Aidan Devine.

APPROVAL OF THE AGENDA

The following changes were made to the Agenda:

Item 5 – Executive Director’s Report and Item 6 – Ombudsperson’s Report were reversed. It was noted that the Bargaining update under the Executive Director’s report was in camera.

MOTION #1

Moved by Heather Allin, seconded by Theresa Tova:

“That the Agenda for the ACTRA Toronto Council Meeting of November 1, 2021, as amended, be accepted.”

CARRIED

APPROVAL AND CORRECTION OF THE MINUTES

Following minor changes to the Minutes, the following was moved:

MOTION #2

Moved by Aidan Devine, seconded by Shereen Airth:

“That the Minutes of the ACTRA Toronto Council Meeting September 9, 2021, as amended, be accepted.”

CARRIED

ROUNDTABLE: WORD FROM THE SET

- The use of a derogatory term used on a set by an ACTRA member was discussed at length. The performer is a member and ACTRA Toronto does not take it lightly. It was clarified that the ACTRA Constitution and By-Laws protects members and Bill 168 governs discrimination and harassment on set. Since there is no actionable complaint from the producer or another member, ACTRA is not able to act in an official capacity. The limitations in the Constitution and By-Laws were discussed. David Gale added that he is certain that this will come up when the Constitution and By-Laws are being reviewed as this is not satisfactory. It was strongly suggested that the harassment training should be made mandatory for all members and not just for new members.
- Council discussed the sad and unfortunate incident on the set of *Rust* which resulted in the death of cinematographer Halyna Hutchins and injury to the director with a prop gun.

PRESIDENT’S REPORT

David Gale gave a brief report:

- This is the second last sitting of this current Council, as the December meeting will be almost double the size with the newly elected Councillors joining the group. He thanked Council for the work that they do. Not everybody steps up and he appreciates the time that they have given.

- Attended several IPA Wages and Working Condition meetings.
- Attended both IPA and NCA Negotiations. ACTRA Toronto is well-represented by both Sue Milling, our Advisor and our Executive Director, Alistair Hepburn.
- Was unable to attend ACTRA National's Woman of the Year awards celebrating this year's recipient Andrea Menard.
- Along with Mr. Hepburn, he met with City Councillor Paula Fletcher to push for a group of investors to create a second downtown at the base of Broadview and the Don River. Councillor Fletcher believes this could be concerning to the Film Industry in that area. ACTRA is working with the Toronto Film Board and other unions and guilds on this.
- Chaired the ACTRA Toronto Executive meeting.
- Attended the Meet the Candidates event – 26 candidates attended.
- The Stunt Committee has decided on a Stunt Ensemble Award which will be managed by a Stunt Jury. A new Stunt Committee will be elected after Council elections.

Council approved the recommendation of the Stunt Ensemble Award.

OMBUDSPERSON'S REPORT – IN CAMERA

Karen Ivany presented her report which was in camera. She last reported to Council in June.

ROUNDTABLE - WORD FROM THE SET (Continued)

- Some feared that in-person auditions would discontinue. Jocelyne Zucco recommended Audacity which is a free app. www.audacityteam.org/. Mr. Hepburn suggested checking the Voice Committee page for additional resources. <https://www.actratoronto.com/committees/voice-committee/>
- It was suggested that production solidify the roles prior to putting them out.

EXECUTIVE DIRECTOR'S REPORT

Alistair Hepburn reported:

Bargaining Update:

- The objective was to keep our asks concise.
- Eleven focus groups were held prior to going into bargaining and ACTRA Toronto's proposals were presented to the National Wages and Working Conditions Committee.
- NCA negotiations continue and the two sides will be meeting again in December.

Election Update:

- Of the 38 candidates running, 13 are currently sitting on Council.
- The first Meet the Candidate event was on October 26th but was not very well attended. The upcoming Meet the Candidate event is on November 2nd at 7:00 p.m. and thus far 100 people have registered.
- There are 21 diverse candidates and 25 women.

Discussion

There was a brief discussion regarding the recording of the meet-and-greet sessions. This has been a learning curve for all and Mr. Hepburn said this event will be recorded and available for all during the next Council elections.

Industry Relations – Taisa Dekker

- On October 6, 2021, Ms Dekker presented to the Reelworld Emerging 20 Program to discuss how to engage ACTRA talent on their productions. The E20 program participants were from across Canada, and a few of the cohort were ACTRA members.

- Met with three producers who want to work with ACTRA members on their productions. One producer is developing a web series, and the others are developing short films.
- Presented to over 200 post-secondary students in performance and production programs during the month of October. Thanks to the Film, Television and Digital Media Department staff who attended the production program presentations with her – Anisha Gliddon, Cindy Ramjattan and Moona Thomas.
 - Production Programs:
 - Humber College – 3rd Year Film and TV Production – October 6, 2021 – 70 students
 - Canadore College – Digital Cinematography – October 20, 2021 – 17 students
 - Centennial College - Broadcasting: Radio, Television, Film & Digital Media – October 21, 2021 – 26 students
 - Toronto Film School – October 22, 2021 – 20 students
 - [X](#) University – October 26, 2021 – 40 students
 - Performance Programs:
 - St. Lawrence College – October 18, 2021 – 13 students
 - York University – Oct 26, 2021 – 16 students
- Throughout the month of October, the ACTRA Toronto Spotlight shone on animation productions featuring the voice talent of Toronto members.
- ACTRA Toronto promoted the [Reelworld Film Festival](#), [imagineNATIVE Film Festival](#), [ReelAsian Film Festival](#), and the [Forest City Film Festival/Ontario Screen Creators Conference](#) via social media in October.
- At the Ontario Screen Creators Conference, ACTRA Toronto co-hosted a session about Background Performers with DGC Ontario. Thanks to Angelica Alejandro for representing the union and educating the attendees about the work done by ACTRA Toronto and the importance of working under a collective agreement.
 - Two other sessions of note at the Ontario Screen Creators Conference were the “Diverse Voices Through an Authentic Lens” panel, moderated by Samora Smallwood, and “Behind the Scenes with Colm Feore.”
- The Diversity in Voice – Commercial VO & Vocal Health Workshop took place on October 23 and 24, 2021. This was the fourth time this course was offered, and the workshop was open to both Diversity and Inclusion Committee and outACTRAto Committee members. Thanks to Alicia Richardson and Tracey Hoyt for providing instruction to the ten members who took part in the course.
 - The next Diversity in Voice workshop will be a mock commercial audition and is open to all members who completed the Commercial VO & Vocal Health workshop in 2020 and 2021. This free workshop features Casting Directors Kim Hurdon and Zach Anderson and will take place on Saturday, November 20, 2021.
- Attended the Ontario Green Screen Fall Community Meeting.

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

- Participated in IPA Negotiation prep to oversee DEIB proposals & language.
- Pre-Production for the Sandi Ross awards has begun, with the awards show to be broadcast in early November.
- The scripts for the next edition of Working the Scene in Colour have been selected, and casting is set to begin in early November. The live script reading event will be taking place on November 25 at 7:00 p.m.
- Attended the monthly outACTRAto meeting.
- The D&I committee held their second in-person social.
- On behalf of ACTRA Toronto, the D&I Committee gave out several complimentary tickets for the Reelworld Film Festival and Reel Asian Film Festival, as a festival sponsor.
- Met with BIPOC TV & Film about the Joint Anti Oppression training initiative.
- Work continues on the development of the anti-oppression training outline.
- Work continues on the Audition Standards document.

Special Advisor – Maxine Bower

- Membership Support
 - Attended outACTRAto committee meeting.
 - Offered emergency support regarding member’s mental health challenges on set.
 - Continued communication and support for members who experienced violence and racism on set.
- Membership Education / Developing and Maintaining Resources
 - Offered educational tools and resources on allyship to producers (as per their request, in response to conflict on set).
 - Research, writing, and editing educational article on harassment, bullying and conflict (for Performers Article).
 - Additional research for Anti-Oppression training (completed speaker notes for specific topics and added references to the proposed outline).
 - Additional edits and adjustments to “Limitations Act” information for the Members webpage.
- Community Building with Other Organizations and Services
 - Researched interested organizations to respond to collaboration proposals (e.g. Alan and Diversio).
 - Edited and helped draft response to community member curious about ACTRA’s position on mental health issues.
 - Outreach and ongoing communication with the founder of “Call It” (an app designed in the UK to address harassment and toxic workplaces).
 - Meetings and correspondence with Jasmine and Kate from #AfterMeToo (to discuss future collaborations).
 - Drafted a report with suggestions and feedback for new Sexual Harassment training (a webinar pilot project in collaboration with the #AfterMeToo team).
- Handling Sexual Harassment and Abuse Complaints
 - Responded to member complaint about historical abuse and developed a plan for support.
 - Researched legislation on age of consent.
 - Researched concerns and suspicions about the abuse of power and influence by a member.
 - Meeting with team members to discuss ongoing a sexual harassment case currently being investigated.
- Consultation and Support for colleagues
 - Offered consultation and support to colleagues regarding concerns about inclusivity, and mental health.
- HAVEN Helpline
 - Reviewed HAVEN reports.
- Other
 - Attending ongoing professional development on interpersonal conflict prevention and resolution.

EXECUTIVE REPORTS

Treasurer – Richard Young: Richard Young reported on the following:

Sandi Ross Awards: Mr. Young announced the winners of the Sandi Ross Awards the ceremony will be streamed on November 12th.

Past President – Theresa Tova: Ms Tova reported:

Agents: Ms Tova reported that two new EIC agents were vetted through the EIC Board.

Acting Educators and Coaches Committee: 40 coaches presently being vetted as well as a number of educational courses. They will be going live with the website shortly. There are a number of people from the US who are trying to join.

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

Ontario Green Screen: Rebecca Applebaum reported.

On October 5th, OGS held its third community meeting. And on October 21st OGS held its meeting to kick off the Ambassador Program. Special guest Mona Rauf, Eco-Coordinator from Earth Angel helped kick things off and it was great to see a couple of actors in that zoom room. For more information on how to become an OGS Ambassador, please visit: <https://digitallibrary.ontariocreates.ca/DigitalLibrary/OGS/Ambassadors.aspx>

Also, in advance of the UN Climate Change Conference COP26 and coinciding with National Waste Reduction Week, the newest edition of the One Stop Business Workshop virtual information session series, which ran from October 19th – 21st, was titled Green Week and focused on easily implemented sustainable practices to reduce the carbon footprint of productions including decoding green terms (including a section on what is green storytelling and how to approach); what a carbon calculator is and how to use it; and practical green production tips and tricks.

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

- The date of the next meeting has not yet been confirmed.
- TAWC 2020 Short Film Creation Lab film, *Rainbow Baby*, is still in full film festival mode and, drum roll ... it recently became an Official Selection of the Berlin International Art Film Festival competition.
- The Masterclass Pass is still going on. TAWC members who wish to register for access should email Dominique Brownes directly. Log-in credentials are normally sent on a bi-weekly basis, but rounds have been a bit longer lately.
- The TAWC WhatsApp Self Tape group requests are still popular and TAWC members are always there to help one another with self-tapes, rehearsals and auditions. Another massive thank you to Cait for spearheading this!!
- The TAWC Childcare Initiative sub-committee met with Susie Burpee, Artistic Producer at Balancing Act and Margaret Evans, Managing Producer at Balancing Act and had an interesting discussion about the current reality and resources regarding childcare for creatives in the performing arts and screen industries. TAWC looks forward to developing this relationship and hope to keep each other posted about the work they do and connect in the new year.
- Exciting news about the Childcare Initiative: a proposal was drafted and submitted to ACTRA Toronto Executive and will be brought forward to Council at the November meeting. The proposal is a for a 3-month trial that would start in January 2022. During the trial, ACTRA Toronto members will be offered a rate \$20/hour for flexible childcare services with a 1-hr minimum to be provided by childcare workers employed by the Summerhill Club. The standard rate for non-members is \$27/hour with a 4-hr minimum. With Council's approval, ACTRA Toronto would subsidize the childcare at a rate of \$5/hour, while the Summerville Club will provide a \$2/hour discount for members. The childcare workers will be able to meet members at a chosen location – be it at an audition, at their home, or on set. During the trial period Summerhill Club will collect data and how their services were used to help inform any decisions or plans for the initiative in the future.

MOTION # 3

Moved by Rebecca Applebaum, seconded by Jocelyne Zucco:

“That ACTRA Toronto Council approve a cap of \$2,500 payable to Summerhill Club, as presented by TAWC.”

CARRIED

Voice Committee: Krystal Meadows submitted the following report:

The committee had a great group of 10 members participate in the Diversity in Voice virtual VO training last weekend.

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

Act Your Age: John McGrath submitted the following report:

- On Friday, October 30th, AYA is holding an online Table Read of the episodic comedy "The Kominsky Method" which producers have made available to the public. Twenty-two participants registered to read through the script.
- They cast each part, including the narrator, who will read the stage directions. Some members will read multiple small roles, while others will share the role of lead characters. All 22 will be participating.
- Ms Zucco and Mr. McGrath plan to have a Zoom call in November to brainstorm ideas for future workshops as well as a conversation around the content of a AYA committee page on the ACTRA Toronto site.

Vice-President, Angelica Alejandro: Ms. Alejandro reported that on October 16th at the Ontario Screen Creator’s Conference 2021 – Forest City Film Festival, ACTRA Toronto co-hosted a session about Background Performers with DGC Ontario.

The Film Office in London is looking to make sure they bring focus to the industry, how it is expanding and highlighting the growing number of productions coming here. We all need to be ready as this growth will be great for our industry and the people working in. This session highlighted those wanting to know more about the industry and Background Performance. Ms Alejandro represented ACTRA Toronto and together with the DGC, she co-presented to educate the attendees about the work done by both unions, the importance of working under a collective agreement and all the good work that has been done to create fair spaces for performers. In this session for those interested in becoming a Background Performer, they touched on what one should expect as a performer and set etiquette, both on a large or small film set. They stressed the importance of Respect and Safety on set. Something she and Lize Van Der Bijl from the DGC also mentioned, is to keep in mind that ACTRA members can wear many hats. Many ACTRA members also work crew positions and behind the camera. As a reminder to ACTRA members, we are part of team and whether they are in front of or behind the camera, we are also mindful of Health and Safety of ACTRA members working as crew/in production etc. Set is a workplace for all and everyone deserves a respectful and safe work environment. ACTRA and its industry partners take this very seriously, each offering their own training for new members of the various unions.

Diversity and Inclusion: Chattrisse Dolabaille and Janet Rose Nguyen submitted the following report:

The following points are what occurred for this committee since the September report:

- Sent out newsletter encouraging engagement and reminding members of several upcoming events, as well as upcoming Council elections.
- Held a successful social at Snakes & Lattes (board game cafe).
- Co-Chairs received positive feedback from committee members and the planning committee for the “How to Be an Ally” session in September conference.
- Held monthly committee meeting and alluded to upcoming initiatives:

- o Working the Scene in Colour (encouraged submissions, event is in late November)
- o Picture Day (they have decided to push this to spring 2022)
- o Financial health workshop (no firm date yet)
- o Manifestation workshop (no firm date yet)
- Sandi Ross Awards – winners have been selected after consultation with Committee members and past co-chairs; all of the winners have been notified (with live reactions captured via Zoom for the show itself) and the taping has been set for the last weekend in October.

Will aim to hold semi-regular social events, with the awareness that both co-chairs are increasingly busy for the next several months.

Apprentice Caucus: Victoria Murdoch reported.

- They didn't meet in October, but the Caucus received a newsletter brief from the October Council meeting. Highlights included encouraging members to attend the Council election meet-and-greets. As non-voting members, it's a helpful way for us to understand more fully what ACTRA Toronto is up to, and how we can be a part of the work that is done for performers every day behind-the-scenes.
- Encouraged members to nominate their fellow performers for the ACTRA awards.
- Plugged the much talked about CBC Gem show "Sort of"; an example of including programming.
- The Caucus will meet next on Zoom on Wednesday, November 17th, followed by an informal Zoom Happy Hour for those that want to stick around and get to know each other outside of Caucus business.

Background Advocate: Shereen Airth reported:

- Had many discussions with members regarding the Council election, directing members to the email and/or website.
- Many members concerned regarding late payment fees, and the need for members to go through their agent regarding late and missing payments. This has been in place since 2016 and a detailed description was added to the website in December of 2020.
- 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.
- Reminded members that this is an ACTRA election year.
- 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 eblasts in depth
- Members are generally experiencing email fatigue.

Child Advocate: Christina Collins submitted the following report:

Ms Collins did not have much to add since her last report. She is hoping to schedule another parent/minor session before December. The last one over Zoom was greatly received.

She has had the usual email queries regarding minors' nighttime shoots, quarantine issues and general clarification of the IPA. Recently more people are confused as to what we do. She has to explain that we are not an agency but a union of professional performers and what ACTRA does.

There seemed to be, more than usual, emails asking for representation, how to get an agent, where to look etc. She directs them to the ACTRA Toronto website and states while ACTRA does not endorse any one agent, she highly urges them to seek representation with agencies that are affiliated with TAMAC and EIC, for obvious reasons. The website itself, looks easier to navigate and that has been helpful too.

She soldiers on getting information out to parents and minors.

Vice-President, Angela Asher: The following is under Ms Asher's portfolio:

YEAA: The Committee had put out a survey last month and there was nothing more to report.

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

Editorial Committee: Joy Tanner said that there was not a huge amount to report on the editorial front. They do, however, have a very informative piece by staff member Maxine Bower on harassment. She unpacks the nuances of what harassment is. It includes a case study comparing harassment, bullying and interpersonal conflict. Check out the link: <https://www.actratorontoperformers.com/is-this-harassment/>

Also, President David Gale found a moment to interview Bilal Baig and Fab Filippo on ACTRA Toronto's Sharing the Screen. Their entertaining and heartwarming conversation includes the creation of Filippo and Baig's new *show Sort Of* which can be seen on CBC's Gem platform and how the dial is shifting for more diversity and inclusivity on the screen. Please see the link below:

<https://www.actratorontoperformers.com/watch-bilal-baig-and-fab-filippo-from-sort-of-on-the-actra-spotlight/>

Ms Tanner expects December to be a much busier month with subjects of IPA and NCA negotiations, introductions to the new Council (thank you to the outgoing sitting council and those whose service has been paramount to the work at ACTRA), as well, news on the ACTRA Awards.

outACTRAto: Em McCourt submitted the following report:

- Good turnout, about 20 people attended.
- The *Queer Your Stories* short film competition is going ahead in partnership with Inside Out Film Festival.
- Casting director Jesse Griffiths joined their meeting to discuss holding a masterclass/info session partnered with outACTRAto.
- The social media team is looking at ways to have the Working with Queer Performers document be more easily accessible for visually impaired followers. To be discussed further.

OTHER BUSINESS

- Pablo Rodriguez has been appointed the Minister of Canadian Heritage.
- CMPA and AQPM are discussing hair and makeup initiative for BIPOC performers and will be issuing a bulletin shortly.
- Mr. Gale bid farewell to our outgoing Councillors: Shereen Airth, Angelica Alejandro, Rebecca Applebaum, Angela Asher, Paul de la Rosa, Aidan Devine, Shawn Doyle, Kevin Hanchard, Art Hindle, Jack Newman, Leah Pinsent, David Sparrow and Richard Young. He said that he can't begin to say how tremendous these individuals have been in shaping our union. He thanked them for their service, commitment, love and intellect. They will be missed but not forgotten.

ADJOURNMENT

David Sparrow moved to adjourn the meeting.

THE MEETING ADJOURNED AT 2:36 P.M.