

**ACTRA TORONTO
COUNCIL MEETING VIA ZOOM
TUESDAY, AUGUST 2, 2022**

PRESENT

David Gale, President, in the Chair
Theresa Tova, Past President
Gugun Deep Singh, Treasurer
Lisa Michelle Cornelius, Vice-President
Debra McGrath, Vice-President
Joy Tanner, Vice-President
Fuad Ahmed
Angelica Alejandro, alternate for George Alevizos
Heather Allin
Sandra Beckles
Avaah Blackwell, alternate for Linda Kash
Martha Chaves
Paul Constable, alternate for Tony Nappo
Thalia Gonzalez Kane, alternate for Nicola Correia-Damude
Karen Ivany, alternate for Thom Allison
Ruby Joy
Kevan Kase, alternate for Anand Rajaram
John McGrath, alternate for Jocelyne Zucco, Vice-President
Janet-Rose Nguyen
Samy Osman, alternate for Dalmar Abuzeid
Tavia Pereira, alternate for Louisa Zhu, Vice-President
Tonjha Richardson, alternate for Wendy Crewson
Amy Szoke, alternate for Alicia Turner
Oshi Wanigasekera, alternate for Samora Smallwood

REGRETS

COMMITTEE & MEMBER CAUCUS CHAIRS, OMBUDSPERSON

Victoria Brooks, Chair, Apprentice Caucus

ALSO PRESENT

Alistair Hepburn, Executive Director, ACTRA Toronto – **Sent regrets from Paris!**
Gail Hauptert, Director, Film, Television and Digital Media, ACTRA Toronto
August Lew, Director, Finance and Administration, ACTRA Toronto
Karl Pruner, Director, Communications, ACTRA Toronto
Luisa Alvarez Restrepo, Manager, Diversity, Equity, Inclusion and Belonging, ACTRA Toronto
Marie Kelly, National Executive Director, ACTRA
Jenn Paul, Director, Diversity, Equity, Inclusion and Belonging, ACTRA
Maxine Bower, Special Advisor
Karen Woolridge, Public Relations Officer, ACTRA Toronto
Freda Merritt-Gambrill, Recording Secretary, ACTRA Toronto

The meeting was called to order over Zoom at 10:01 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 Fuad Ahmed was followed by reading of the Equality Statement by Avaah Blackwell, Tavia Pereira, John McGrath, Samy Osman, Amy Szoke, Paul Constable and Oshi Wanigasekera.

Council, alternates and staff introduced themselves.

APPROVAL OF THE AGENDA

MOTION #1

Moved by Theresa Tova, seconded by Fuad Ahmed:

“That the Agenda for the ACTRA Toronto Council Meeting of August 2, 2022, be accepted.”

CARRIED UNANIMOUSLY

APPROVAL OF 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 of June 7, 2022, be accepted.”

CARRIED UNANIMOUSLY

PRESIDENT’S REPORT

David Gale reported.

- Referring to the NCA, Mr. Gale said that these are challenging times for our members. Dedicated staff are working hard to bring the ICA to the table in order to make the industry a better place to be as ACTRA Members.
- At the National Council meeting last week there was a discussion on how to change the By-Laws. These changes were put forward by the National Constitution and By-Laws Committee which is co-chaired by Keith Martin Gordey and David Gale. Changes to the By-Laws can be done without a vote by the general membership. Also discussed at this meeting was how to simplify the rules to become an ACTRA Member. The following changes to these rules were made:
 - extending the length of time a graduate of a performance program can use the graduate credit toward membership.
 - Instead of naming only certain schools to be eligible for the graduate credit, the criteria was changed to 1,000 hours of study in a performance program.

- The number of permits that a permittee can purchase without joining ACTRA is now limited to three. At the end of the fiscal year the permittee must join or lose the credits and they would be unable to work on an ACTRA set. The committee felt that there is unfairness in the way non-union performers are allowed to work on our sets by obtaining permits. They felt that ACTRA is a training ground for non-union performers. The loophole which allows non-union performers to work on ACTRA sets must be closed.

The National Constitution and By-Laws Committee noted that the National By-Laws are not inclusive of BIPOC performers or performers living with disabilities. It was acknowledged that there is still work to be done to make the National By-Laws more inclusive. Changes in language in Appendices B & F in the By-Laws regarding Gender will include Gender Diversity rather than simply Man or Woman - Male or Female. Jenn Paul said that she reached out to various committees across the country on how to do this. Changes were also made to allow the ACTRA National President, to determine the need for the attendance of the National Officers and/or other members at international events and ACTRA's staff complement shall be determined by the ACTRA National Executive Director.

- *NCA Update:* National Executive Director, Marie Kelly, said that ACTRA has spent a year trying to negotiate with the ICA. She reported on the in-person rally at Leo Burnett. President Gale led the rally and spoke and so did Ms Kelly. Tova spoke on behalf of Eleanor Noble, National President. Other rallies have been planned. Ms Kelly said that in ACTRA's history there has only been one strike vote and, because of continuation agreements, performers did not lose work.

In Quebec 60 per cent of the commercial work is back after signing the Association des agences de communication créative (AC2) – representing Quebec's English-language commercial performers – to the NCA. If anyone has any questions about what is happening re: the lockout check out our website and please check out the Instagram group "LockedOutActors" that has been created by voice members who are posting their stories about losing work.

Ms Kelly also gave an update on Bill C11. She said that it took a horrible turn, as it says that the Status of the Artist does not apply. ACTRA is seeking an amendment through the Senate.

- Labour Day Parade will be happening in person this year. Members march in solidarity to the CNE and are then given free admission to the grounds.
- The next Council Meeting will be on Wednesday, September 7th. It will be an in-person meeting. Councillors/Alternates attending in person will have to provide proof of two vaccines and a booster shot. They will also have to show proof of a negative antigen test.
- ACTRA Toronto will be sponsoring xoTO at TIFF again this year.

TREASURER'S REPORT: AUDITED FINANCIAL STATEMENTS

Gugun Deep Singh and August Lew presented the Financial Statements. Gail Hauptert reported on the dip in the independent production numbers. She is expecting production to pick up in the fall. Mr. Singh said that, despite the pandemic, we had a good year last year. NCA working dues this June were fairly close to last year's figures as they are using old footage and the residuals amounts are compensating for the loss in commercial revenue.

WORD FROM SET

Tova said that she had four or more commercial auditions. She was also fortunate to work on three low budget productions this month.

Some Councillors and alternates pointed out that some crew seem to be really inexperienced. COVID protocols from one set to another are so varied. It was felt that the industry has changed but not for the better.

There was discussion on change in scheduled days. This seems to be out of control not just on one but on a lot of productions. Productions are scheduling on days when the performer is not available in spite of being notified by the performer that they are not available on certain days. Gail Hauptert advised that members should notify the Business Representative when this occurs.

There was discussion on self-tapes – timing and length was good for a while but last-minute taping requests are creeping in. Members are asking online whether A2801 and A2809 and the reader rate apply to self-tapes.

Respect on set was discussed. Demeanour changes when crew know that a performer is cast or BG. The question was raised as to whether other unions have set etiquette requirements. Ms Hauptert will reach out to the other unions and guilds.

Some Councillors reported that they were asked to bring in wardrobe but no compensation was offered.

Councillors also reported that they were asked to fill out and sign an insurance affidavit about their medical history, including how many pregnancies and children they had and if they knew their end date.

BIPOC actors are reporting that they are not allowed to negotiate above-minimum rates. Heather Allin pointed out that Nicola Correia-Damude had mentioned in a previous Council meeting that in BC performers can negotiate twice or three times the minimum rates and that this does not seem to be the case in Ontario. It is felt that many US producers see Canadian talent a lot less valuable than US performers

Councillors mentioned that there appears to be a lot of out-of-province breakdowns. Some performers were asked if they were available and whether were willing to work as locals.

VOTE ON UBISOFT TEAM MEMBERS

The following members and staff will be part of the UBI Soft negotiating team:

Primary:

Joel Labelle
Elana Dunkleman

Alternates:

Pascal Langlois
Karen Glave

Phone a Friend (as needed, not to travel):

D'arcy Smith

Staff:

Alistair Hepburn
Gail Hauptert

Observer:

David Gale

Council approved of this recommendation. Negotiations commence in Montreal in the third week of October.

EXECUTIVE & COMMITTEE REPORTS – HIGHLIGHTS & NEW ITEMS***Past President, Theresa Tova***

ACCE (Association of Acting Coaches and Educators)

Theresa Tova reported that they now have 71 fully accredited members.

UBCP asked for a legal opinion prior to presenting to their members. They got some of their legal questions answered with ACTRA National's support. This has created a "to-do" list for ACCE.

Liaison: Treasurer, Gugun Deep Singh

Apprentice Caucus – Chair, Victoria Brooks

The caucus met on June 15 for 90 minutes on Zoom.

Concerns around having US vs Canadian accents, and why would a US producer not want to use a Canadian with a Canadian accent. Shared that we can't speak to their motives, other than often it's in an effort to reach the larger market, and a lot of the decisions are financial. Shared that as we try to be inclusive when it comes to how performers look, hopefully how we sound will become part of an inclusionary initiative now and in the future.

Privacy of sensitive information concerns by BG performers: A member's SIN was shared fully through email between agent and producer's representative to try and rectify a payment issue. The member tried to let the agent know that this was inappropriate and was faced with some challenges in conveying the importance of keeping their personal information private. Shared that unfortunately we aren't in a position to police agents, however, they should feel comfortable reaching out to an ACTRA representative to document the issue and be clear with their agent as to what they consider acceptable business practices.

BG concerns about an auto-generated commission due notices when the performer hadn't yet received payment. This seems to be a recurring issue, as it has been mentioned in Council.

BG concerns about agreeing to be available for bookings, and declining other work from another BG agent during the period of the availability, only to have the first work fall through. Encouraged members to only consider themselves booked when they have the promise of a booking in writing. Do not consider a hold or availability check to be a booking and keep good records of conversations with agents.

Shared the ACTRA Toronto Background Advocate email for all of these concerns.

Next meeting: Wednesday, September 14 - 11am for 90min on Zoom.

Liaisons: Vice-Presidents, Jocelyne Zucco and Debra McGrath

Act Your Age (AYA) – Chair, John McGrath

- Completed the scripts for AYA special project to promote senior members.
- David Gale provided sign-off with one minor change to the “**This Is What (age) Sounds Like**” project scripts.
- Asked ACTRA communications if there is a way to get a AYA specific web link that they could refer to in the marketing materials for the project. AYA will follow up on that.
- Will send out auditions to AYA members for the spots in early September.
- Have secured a studio to record the spots on Sunday, September 25, 2022.

Liaison: Not assigned

Background Advocate – Shereen Airth

No report submitted.

Liaison: Not assigned

Child Advocate – Christina Collins

Ditto from last time. Ms Collins has had many inquiries as to what is ACTRA? How do I join? Do we have a baby register? (That was a new one). She keeps sharing what ACTRA does, who we are and why we do what we do. Also getting the word out to the parents on scams and what a respectable agent does, emphasizing that TAMAC and EIC agents are the ones they should be looking at for representation.

Ms Collins looks forward to passing the hat to the new Child Advocate and mentoring them in any way possible to continue to educate parents and minors of their rights.

Liaisons: Vice-Presidents Jocelyne Zucco, Louisa Zhu and Deb McGrath

Conference Committee – Jocelyne Zucco, Chair Vice-Chairs: Pierre Simpson and Victoria Brooks

The planning has begun with a full committee for the first time since the fall of 2019. The next meeting will be held on August 4th, when they will dig deeper into the specifics/content of the exciting sessions they are looking to bring to members on September 24th.

Liaisons: Lisa Michelle Cornelius, Gugun Deep Singh and Louisa Zhu

Diversity and Inclusion – Co-Chairs, Chattrisse Dolabaille and Janet-Rose Nguyen

- Sent out newsletter encouraging engagement and reminding members of several upcoming events.
- Continued regular catch-up calls/meetings.
- Rescheduled next Committee meeting to August 4th.
- “Picture Day” initiative planning is ongoing.
- 2022 Sandi Ross Awards planning has begun (it may be a combination of live and pre-recorded events). Sponsorships and prizes have been solicited. They have a list of nominees.
- Shared casting call information with our membership (examples: project seeking Afro-Guyanese performers; Reelworld's table reads).
- Considering future semi-regular social events such as a Raptors game and attending the CNE.

- Inquiries have begun regarding added perks/benefits for our members.
- An idea is forming for a monthly safe space/social where members feel free to discuss their grievances and concerns outside of an official meeting or a good-vibes-only type of gathering.
- Continued regular catch-up calls/meetings.

Liaisons: Vice-President, Joy Tanner and Treasurer, Gugun Deep Singh

Editorial – Chair, Joy Tanner

Although they were officially off in July the following occurred:

- Avaah Blackwell's article *The ACTRA Toronto Green Committee, Helping to Build a Sustainable Production Industry* dropped on July 13. Please find the link to have a read: <https://www.actratorontoperformers.com/the-actra-toronto-green-committee-helping-to-build-a-sustainable-production-industry/>
- Cass Enright alphabetized the ACTRA Spotlight site to find shows that have been highlighted over the past year. This should enable members to more easily find Spotlight interviews from past productions. This will also keep material for the purpose of Legacy updated. Please check it out. <https://www.actratorontoperformers.com/actra-toronto-performers-in-the-actra-spotlight/>
- Karen Woolridge will be retiring from her position of Publisher, much to the editor's dismay.
- More articles in the works.

Liaison: Vice-President, Debra McGrath

outACTRAto – Co-Chairs, Thalia Gonzalez Kane and Matt Lemche

General

- Member alerted committee and ACTRA staff of an issue with harmful language in a casting breakdown that was sent out from a Montreal casting agency.
- ACTRA staff acted swiftly to alert the ACTRA Montreal team of the issue, and the casting breakdown was re-issued.
- An apology was sent out to members by Co-Chair Matt Lemche regarding the harmful language with a commitment to be more vigilant.
- A new committee has been formed to create a new PSA that reflects more diversity and inclusion, their first meeting will be in September.
- Last meeting was held on June 13th. The committee opted to take July off and will meet again on August 8th.

"Save the Date"—Queer Your Stories Contest Winner

- Screened at InsideOut festival on June 2nd.
- Director Bria McLaughlin received The Canadian Juried Award for Emerging Canadian Artist.

Working the Scene in Rainbow

- The Event occurred on June 15th.
- Well attended with 47 attendees, looking forward to increasing that number.
- Sent survey to panelists and attendees. Received feedback on how to improve the event going forward.
- The subcommittee met to debrief and discuss potential improvements.

The Mixer committee

- Planning continues for a social mixer event for committee members in late August/early September.

Liaisons: President, David Gale and Vice-President, Louisa Zhu

Stunt Committee

- No report submitted.

Liaisons: TBA

TAWC – Toronto ACTRA Women’s Committee

Mr. Gale reported that the TAWC Co-Chairs have stepped down. A table will be set up at the Fall Conference for members to sign up.

Liaisons: Vice-Presidents, Louisa Zhu and Jocelyne Zucco

Voice Committee: Chair, Cory Doran; Vice-Chairs, Krystal Meadows and Scott Farley.

They have pitched a couple ideas to the Members Conference Committee for the Fall Conference:

- An online session to do with recording and editing VO self-tapes - with Lyon Smith (Krystal to assist/moderate)
- And an in-person VO panel discussion. Mr. Doran and Mr. Farley are not available September 24th due to other commitments, so they are looking for an alternate moderator if this session is included in the Fall Conference.

It's looking like the next round of Animation VO BIPOC training and outACTRAto would be in the fall. It's been challenging to line up enough instructors on the same weekend to make it happen so that's why they are unable to run this before the summer.

Liaisons: President, David Gale and Vice-President, Joy Tanner

YEAA – Young Emerging Actors Assembly: Co-Chairs, Joy Tanner and Oscar Moreno

Although they were officially off for the month of July,

- Joy Tanner was able to attend the Fall Conference meeting on July 19th, from 10:00 to 11:30 a.m. as Liaison for YEAA.
- Oscar Moreno was unavailable to attend.

The outcome:

- Early days, but YEAA will at least have a table at the Fall Conference on September 23, 2022.
- Considerations for a YEAA workshop.
- Oscar Moreno is putting together a questionnaire for potential YEAA Committee members to see what is top priority for the future shape of the Committee.
- First official date to meet to be announced.
- The YEAA Facebook site continues to be used as an ad hoc advertisement for acting coaches. Ms Tanner hopes to make some adjustments going forward with tighter guidelines.

Green Committee

Avaah Blackwell, Chair

The Green Committee's Co-chair Chrissie Topjian has stepped down, and they are seeking a new co-chair. As decided by the committee, no meeting was held in July, and they are planning one in August. ACTRA Toronto *Performers*

Online Magazine published an article written by Green Committee Co-Chair (currently acting as Chair) Avaah Blackwell and edited by Joy Tanner about sustainability in film and the new Green Committee, inviting members to get involved.

During the initial Fall committee meeting conference, President David Gale voiced his sincere interest in having a green conference that was supported by many attending members. The Green Committee supports and will be actively involved in helping to support and implement sustainable practices at this important event

<https://www.actratorontoperformers.com/the-actra-toronto-green-committee-helping-to-build-a-sustainable-production-industry/>

EXECUTIVE DIRECTOR'S REPORT

The following are the reports under the Executive Director's portfolio:

Industry Relations – Taisa Dekker

Taisa Dekker, Manager, Industry Initiatives & Outreach

- On June 27, 2022, Ms Dekker was promoted to Manager, Industry Initiatives & Outreach at ACTRA Toronto, and she is excited to take on this dynamic new role.
- ACTRA's priority is to fight the unlawful lockout of union performers by the Institute of Canadian Agencies and advertising agencies, and key staff attend weekly meetings where they discuss the work being done to implement the NCA Strategic Action plan.
- On July 11, 2022, ACTRA held a Rally for Respect in front of Leo Burnett to pressure the ad agency to end the lockout and come back to the bargaining table. The [next rally](#) takes place Wednesday, August 24, 2022, at noon, and all members are encouraged to attend.
- Work continues on various communications materials about the NCA.
- June and July were busy months for industry festivals. ACTRA Toronto sponsored the following events: Hollywood North Film Awards, Toronto Jewish Film Festival, Female Eye Film Festival, The Future of Film Showcase and TO Webfest 2022.
- Spoke on the "Meet the Guilds, Agencies and Organizations" panel at the Female Eye Film Festival on June 7, 2022.
- ACTRA Toronto met with Fanshawe College to discuss their updated performance program, the new graduate credit, and a student film production agreement.
- Attended the Law & Vaccines ACTRA Town Hall.
- Networked at the Future of Film Showcase Virtual Coffee session on June 18, 2022, and spoke with creatives interested in working with ACTRA performers, or were interested in how to join the union.
- Attended the Academy Talks: Framing the Future - On-Set Fuel Consumption & Clean Energy webinar on June 21, 2022.
- Met with the organizer of a stunt-focused film festival about sponsoring the event, which takes place in the spring of 2023.
- Spoke with a producer interested in hiring ACTRA talent for a microbudget film.

- Met with a producer interested in hiring union talent on a scripted dramatic podcast.
- Engaged with a producer who wants to create a podcast, commercials, industrials, and social media productions with ACTRA performers.
- ACTRA Toronto & TAMAC met on July 15, 2022.
- Presented at the Talent Agent Town Hall on July 15, 2022, about the history of the NCA dispute and ACTRA's NCA Strategic Action plan.
- Presented "ACTRA: You're in Good Company" at TO Webfest on July 23, 2022, to inform web series producers about the benefits of engaging union talent.
- ACTRA is working on outreach to the federal government about the engagement of union performers in ad campaigns, and multiple meetings took place with our federal GR firm about implementing the 5-month outreach plan, which begins in August.
- Met with the Executive Director of Interactive Ontario regarding ACTRA Toronto's membership and upcoming events in 2022 and 2022.

Ontario Green Screen

Taisa Dekker, Manager – Industry Initiatives & Outreach

- The Ontario Green Screen Summer Community Meeting took place on Monday June 20th via Zoom, and members can see the presentation slides here: [Community Meeting slide deck](#). **Here are some of the links shared in the chat during the community meeting:**
 - [OGS Ambassador Page](#)
 - [Carbon Calculator Training](#)
 - [Climate & Sustainable Production Training](#)
 - [Digital Documentation Case Study – Entertainment Partners](#)
 - [Ontario Grid Tie-in Map](#)
 - [EcoFlow Solar & Portable Generators](#)
 - [Voltstack SunStack Generators](#)
 - [DGC Green Resources](#)
 - [CBC Green Budget Template](#)
- Attended the OGS Advisory Committee meeting on June 22, 2022, where we discussed updates to the Strategic plan.
- On June 28, 2022, Caitlin Perry from Circular Innovation Council, the OGS Program Manager, presented to the ACTRA Toronto Green Committee's first member-wide meeting.
- An ACTRA member proposed a project to encourage productions to reduce emissions and increase sustainability on-set, and we met with Chris Dunn at Ontario Creates on how this initiative can be implemented in the OGS Strategic Plan.

Industry Relations - Anti-Black Racism, Diversity, Equity & Inclusion

Luisa Alvarez Restrepo, Manager, Diversity, Equity, Inclusion & Belonging

- Secured 5 complimentary industry passes from TIFF for BIPOC performers and a discount code to their Conference and Industry passes to share with all ACTRA Toronto members. Performers have until August 12 to fill out [this form](#) to request the promo code. After less than a week 22 performers have already expressed their interest.

- Connected with ACTRA NL team to talk about their successful picture day initiative and resource share as the D&I committee gears up to do something similar.
- Connected with Sedina Fiati, ACTRA performer and EDI Associate Producer for *Pretty Hard Cases* about ways in which ACTRA can support her work, which includes advocating for more diverse and inclusive casting.
- Met with Reel Asian and Reelworld film festivals to discuss partnership renewal. Outreach to other festivals is ongoing.
- Met with different performers and arts organizations from the Latine community to talk about ways to support our performers from the community.
- Supported Gail with Ontario Fam Tour planning.
- Met with different members to talk about starting up an Abilities committee. Will continue consultation.
- Connected with the Montreal team about some feedback ACTRA Toronto received from Toronto members on a Montreal-based production's casting breakdown. They connected with production and casting to share ACTRA Toronto's feedback. An updated breakdown was issued as part of a very positive conversation.
- Spoke with several BIPOC producers that were experiencing different casting challenges. This is an encouraging result of Ms Alvarez Restrepo's outreach efforts to encourage BIPOC producers to reach out with their challenges so that ACTRA Toronto can find creative ways to support them and their diverse projects.

Special Advisor – Maxine Bower

Maxine Bower, Special Advisor

- Membership Support
 - Ongoing support for members with mental health and workplace challenges.
 - Attended outACTRAto committee meetings as a staff liaison/support.
 - Creating workshops on power and consent, as well as conflict management and resolution for A.A.C.E.
 - Assisting staff and members with coping with and resolving interpersonal conflicts.
 - Planning various concrete ways to support staff with /difficult/high needs members.

Addressing Harassment and Discrimination

- Letter writing support (offering education to members being disciplined).
- Ongoing support for members with current harassment complaints being investigated.
- Membership Education
 - Prepared final rough draft of updated Respect on Set Manual, and hosted meeting to feedback and constructive critiques.
 - Ongoing updates for the revised Respect on Set Manual to incorporate feedback.
 - Reviewed the unconscious bias course beta testing (improved the structure of the course and added missing, important subject matter).
 - Attended and supported facilitators and members during Respect on Set sessions.
 - Reviewing ideas of equity, equality and social justice, and how to implement these values.
- HAVEN Helpline

- Attended meeting with LifeWorks to discuss updates on some of the issues with the HAVEN service. The changes to intake forms to prevent misfiling will be complete and live on September 21, 2022.
- Detailed discussion with HAVEN partners on how to improve call triaging. The group will discuss changes to the script or call prompts to help ensure reports and callers are sent to the correct jurisdiction.

ADJOURNMENT

Heather Allin and Joy Tanner moved to adjourn the meeting.

The meeting adjourned at 2:12 p.m.