

# **Report to Committee**

To: General Purposes Committee

Date: October 19, 2023

From: Marie Fenwick

File: 11-7400-01/2023-Vol

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Director, Arts, Culture and Heritage Services

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Re:

City Events Program 2024

#### **Staff Recommendations**

- 1. That the City Events Program 2024, as outlined in Table 1 of the staff report titled "City Events Program 2024", dated October 19, 2023, from the Director, Arts, Culture and Heritage Services, be endorsed for the following events and initiatives:
  - a) Children's Arts Festival;
  - b) Richmond Cherry Blossom Festival;
  - c) Doors Open Richmond;
  - d) Community Celebration Grants Program;
  - e) Neighbourhood Block Party Fund;
  - f) Steveston Salmon Festival;
  - g) Richmond Maritime Festival; and
  - h) Supporting food security through community-driven events; and
- 2. That expenditures totalling \$810,000 for the City Events Program 2024 with funding of \$785,000 from the Rate Stabilization Account and \$25,000 estimated grant be considered in the 2024 budget process.

Marie Fenwick

Director, Arts, Culture and Heritage Services

(604-276-4288)

### Att. 1

REPORT CONCURRENCE					
ROUTED TO: Economic Development Finance Department Community Social Development Parks Services Recreation & Sport Services	Concurrence	CONCURRENCE OF GENERAL MANAGER			
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO			

# **Staff Report**

# Origin

The purpose of this report is to provide Council with a proposed program of events for 2024 and an associated budget for planning purposes and for consideration as part of the 2024 budget process.

This report supports Council's Strategic Plan 2022-2026 Focus Area #6 A Vibrant, Resilient and Active Community:

Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.

6.3 Foster intercultural harmony, community belonging, and social connections.

The City Events Program 2024 supports the following Strategic Directions set out in the *Richmond Arts Strategy*:

Strategic Direction #1: Ensure Affordable and Accessible Arts for All

- 1.1.1 Review the City's offerings of free and low-cost arts programming and events, and assess required resources to keep cost barriers low.
- 1.1.2 Develop or expand opportunities to directly support individual artists, cultural organizations and venues that provide low and no cost public program delivery.

Strategic Direction #2: Promote Inclusivity and Diversity in the Arts

- 2.1. Celebrate Richmond's cultural diversity, history, growth and change as a community.
- 2.1.5 Connect with the diverse cultural communities of Richmond (including faith-based communities) to encourage sharing of art, food and music.

The City Event Program 2024 supports the following Strategic Directions set out in the *Community Wellness Strategy*:

Focus Area #2: Enhance physical and social connectedness within and among neighborhoods and communities.

The City Event Program 2024 supports the following Strategic Directions set out in the *Cultural Harmony Plan*:

Strategic Direction #1: Intercultural Connections

- 1.1 Continue to recognize and celebrate Richmond's diverse cultures and unique heritage through intercultural celebrations and events.
- 1.2 Develop and implement a neighbourhood approach to facilitating positive intercultural exchange and understanding between Richmond's diverse cultural

communities, such as community-based dialogues, storytelling, and sharing of art, food, and music.

1.5 Incorporate criteria into the City Grant program that supports programs and events that facilitate intercultural interaction and promote intercultural understanding.

## Strategic Direction #5: Programs and Services

5.4 Strengthen relationships with various cultural and ethnic communities in order to integrate their arts, cultural and heritage practices into the City's programs and events.

# **Analysis**

#### Background

Events enrich the lives of residents by providing the opportunity for the community to connect, learn and celebrate together. Events contribute to social and economic wellbeing, provide valuable volunteer opportunities, build a sense of community and enhance our quality of life.

The purpose of this report is to provide Council with a proposed program of events for 2024 and an associated budget. This proposed program for 2024 will enable staff to work with community partners to effectively support a number of key priorities in Council's Strategic Plan as well as a number of Council-approved strategies and plans.

The program of events and intiatives supports the Council-endorsed Guiding Principles for City events:

- 1. Build local capacity by prioritizing and investing in community-driven events.
- 2. Provide opportunities for Richmond residents and community groups to collaborate, contribute and participate.
- 3. Maximize social benefits to the community by fostering volunteerism and increasing sense of community pride and belonging.
- 4. Celebrate local themes and include programming that is uniquely Richmond;
- 5. Advance the City's environmental sustainability goals.
- 6. Ensure events are safe, well-organized and sustainably funded.
- 7. Encourage and support the development of unique events with a regional draw that bring economic and community benefit, and raise the profile of Richmond.

#### Overview of 2023 City Events Program

The 2023 City Events Program saw a return to a pre-pandemic level of events which was well received by the community. An overview of the 2023 City Events Program can be found in Attachment 1.

### Proposed 2024 City Event Program

The proposed 2024 City Events Program supports the delivery of a mix of events, including neighbourhood, community, and city-wide events that align with the Council-approved Guiding

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Principles, celebrating unique, local themes and appealing to a range of age groups and interests, with a number of events offering the potential for a regional draw. Accessibility will continue to be a priority in the planning of City events in 2024, to ensure community members of all abilities are able to participate in and enjoy the program of offerings.

#### Children's Arts Festival 2024

Proposed Program – February 19-23, 2024

The Children's Arts Festival supports many of the Council-endorsed City Events Strategy Guiding Principles: providing opportunities for Richmond residents and community groups to collaborate, contribute and participate; increasing sense of community pride and belonging; celebrating local themes and including programming that is uniquely Richmond; and supporting the development of a unique event with a regional draw that raises Richmond's profile. Similar to the 2023 program, the proposed 2024 program will include arts education experiences at partnering community centres. All programs will be led by professional artist instructors in a wide variety of arts disciplines, including visual, literary, performance, media arts and more.

The proposed 2024 Children's Arts Festival's public day will feature the addition of programming in the new Richmond Cultural Centre Annex, allowing more community members to enjoy a wider range of opportunities on the February 19, 2024 Family Day holiday.

The School Days program, with the support of Richmond School District No. 38, will run from February 20 to 23, 2024. School days programming will be offered at Cambie, City Centre, Hamilton, South Arm, Thompson and West Richmond Community Centres. The objective of the event is to engage Richmond's children and expand their horizons through a large assortment of culturally and artistically diverse activities such as:

- participatory art activations;
- drop-in art imagination stations;
- arts and culture workshops; and
- performances led by local artists and art educators.

The Children's Arts Festival represents a unique opportunity for residents, youth and artists to come together to build community. By introducing youth as early as possible to the arts. The Festival strives to instill awareness and engagement in the arts and culture sector long term to fulfill the goals outlined in the Richmond's Arts Strategy.

Proposed 2024 City Events Budget: \$70,000

# **Richmond Cherry Blossom Festival**

Proposed Program – April 7, 2024

The Richmond Cherry Blossom Festival supports many of the Council-endorsed City Events Strategy Guiding Principles: building local capacity by investing in community-driven events; providing opportunities for Richmond residents and community groups to collaborate, contribute and participate; increasing sense of community pride and belonging; celebrating local themes and including programming that is uniquely Richmond; and supporting the development of a unique event with a regional draw that raises Richmond's profile. For 2024, the festival theme

will be "dream." The theme symbolizes the dream of festival organizers to leave a legacy for future generations.

As initially envisioned by the B.C. Wakayama Kenjin Kai, the Richmond Cherry Blossom Festival celebrates the natural and transient beauty of the 255 Akebono cherry trees in bloom at Garry Point Park while providing festival visitors the opportunity to experience unique Japanese customs and traditions. As in past years, this years festival will feature performances, demonstrations and hands-on activities provided by local Japanese craftspeople. Staff are working with the Festival Directors and the Sister City Advisory Committee to consider options for incorporating a display by the City of Richmond's Sister City Committee.

Proposed 2024 City Events Budget: \$50,000

# **Doors Open Richmond**

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Proposed Program – June 8 and 9, 2024

Doors Open Richmond is an annual two-day event featuring free opportunities to explore behind the scenes in Richmond's unique places. The event promotes intercultural understanding by prioritizing its partnerships with cultural, faith-based and civic partner sites. Working with these partner sites, Doors Open helps organizations and communities share their cultural practices with the public in their own way and with their voice. It also helps newcomers to Richmond understand the various community support services available.

For its 17th year the Richmond Museum Society will support the delivery of programming at over 40 sites across the City, offering a shuttle bus program for faith-based organizations along No. 5 Road and various cultural centres, and providing online programming for sites unable to invite public inside a facility. To enable the delivery of these activities, the event will be supported again by a robust volunteer ambassador program.

Proposed 2024 City Events Budget: \$30,000

# **Community Celebration Grants and Neighbourhood Block Party Programs**

Proposed Program - Community Celebration Grants June 1 to December 31, 2024 & Neighbourhood Block Party Programs May 1 to October 31, 2024

The Community Celebration and Neighbourhood Block Party Grants Program supports a number of the Guiding Principles of the City Events Strategy: building local capacity by investing in community-driven events; providing opportunities for Richmond residents and community groups to collaborate, contribute and participate; and maximizing social benefits to the community by fostering volunteerism and increasing sense of community pride and belonging.

This program also supports the objectives of the Community Wellness Strategy. It offers opportunities to activate specific actions in the Cultural Harmony Plan at the grassroots level by incorporating criteria prioritizing proposals that facilitate intercultural interaction and promote intercultural understanding.

Based on a review of the outcomes of the existing program, staff propose splitting the former Neighbourhood Celebration Grant Program into two streams for 2024. This change is proposed as a result of a review of the existing program and best practices research indicating that up to

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\$2,000 is suitable for a community-level event that is open to a broader public group while \$500 is a more suitable amount for a block party that is generally accessible to a more localized group of people. Should Council endorse the recommended changes to the program, the application process for the Neighbourhood Block Party Grant will also allow staff to process these applications in a more timely manner thereby making the grant process more accessible to the community.

**Community Celebration Grants** – These grants would be open to non-profit groups to host an event open to the public and/or a broader community. Proposed eligibility and evaluation criteria include:

- Richmond-based non-profit groups, not-for-profit faith-based groups, Parent Advisory Committees, and Student Councils;
- Event must be held in Richmond;
- Event must demonstrate alignment with program objectives including creating events that build community in Richmond;
- Event must be free and open to the public; and
- Applicant must demonstrate capacity to host event and a realistic estimate of resources needed and total budget required.

If approved, the proposed 2024 Community Celebration Grant Program will be launched in quarter one of 2024. Proposed grant recipients will be brought for Council approval in quarter two of 2024 for events to be offered June 1 to December 31, 2024.

Neighbourhood Block Party Program – These grants would be for neighbourhood groups to connect, create a sense of community, and enhance safety and awareness in neighbourhoods. Block parties can take place in a variety of spaces, including parks, on local streets or private property. Proposed eligibility and evaluation criteria include:

- Richmond-based neighbourhood groups (two individuals not living in the same household) and stratas;
- Event must be held in Richmond;
- Event must demonstrate alignment with program objectives including creating events that build community in Richmond;
- Event must be free to participants; and
- Applicant(s) must demonstrate capacity to host event and a realistic estimate of reasources needed and total budget required.

Should Council endorse this initiative, staff would implement a more stream-lined process where by neighbours (two individuals from different households) and stratas could apply for up to \$500 of funding to plan and implement a Neighbourhood Block Party between May 1 and October 31, 2024.

Applications would be accepted on an ongoing basis between the launch of the program in quarter one of 2024 and September 2024 making the process more accessible and flexible for members of the community. If endorsed, a Neighbourhood Block Party Planning Guide will be produced to support applicants in planning their events. Applications would be reviewed and approved by staff and, as in previous years, a summary report would be required after the event

to help ensure the funds were used for the approved purposes. Council will receive a summary of approved block parties at the end of the season.

Proposed 2024 City Events Budget: \$50,000 for Community Celebration Grants and \$25,000 for Neighbourhood Block Party Fund.

# Steveston Salmon Festival / Canada Day

Proposed Program – July 1, 2024

The Steveston Salmon Festival supports many of the Guiding Principles of the City Events by building local capacity by investing in community-driven events; providing opportunities for Richmond residents and community groups to collaborate, contribute and participate; maximizing social benefits to the community by fostering volunteerism and increasing sense of community pride and belonging; celebrating local themes and including programming that is uniquely Richmond; and supporting the development of a unique event with a regional draw that raises Richmond's profile.

Working in partnership with the Steveston Community Society and the Steveston Salmon Festival Planning Committee, the 2024 event is anticipated to include many of the same elements as the 2023 festival including the Parade, performance stages and entertainment throughout the village, the Japanese Cultural Show, Horticulture Show, Art Show, children's activities, the traditional Salmon Bake, Chow Mein booth and food trucks.

Proposed 2024 City Events Budget: \$345,000

It is proposed that any additional funds Steveston Community Society/ Richmond Agricultural and Industrial Society brought forward through grants or sponsorship to support the Steveston Salmon Festival be used for program enhancements.

#### Richmond Maritime Festival

Proposed Program – August 24 and 25, 2024

The Richmond Maritime Festival embodies many of the Guiding Principles of the City Events Strategy - building local capacity by investing in community-driven events; providing opportunities for Richmond residents and community groups to collaborate, contribute and participate; maximizing social benefits to the community by increasing sense of community pride and belonging; celebrating local themes and including programming that is uniquely Richmond; and supporting the development of a unique event with a regional draw that raises Richmond's profile.

For its 21st year, the goal of the Richmond Maritime Festival continues to be to serve as one of Richmond's signature events, showcasing the cultural and maritime heritage of Britannia Shipyards National Historic Site and Steveston. In 2024, this will be accomplished through visiting boats, interactive children's activities and telling the stories of those who lived and worked along the Fraser River through artistic performances and heritage displays.

Proposed 2024 City Events Budget: \$210,000

It is proposed that any additional funds brought forward by Richmond Arts Coalition or Britannia Shipyards National Historic Site Society through grants and sponsorships to support this event be used for program enhancements.

# Supporting food security through community-driven events

Proposed Program - 2024

It is proposed that funding continue to be allocated in 2024 to support farmers markets as well as opportunities for other not-for-profit organizations to put forward proposals for community events that support food security and/or promotion of local food and food producers. This proposal supports priorities identified in the Community Wellness Strategy.

The 2024 program would meet the following program objectives:

- promoting local farmers and food producers;
- supporting and promoting options for Richmond residents to access local food in an outdoor setting; and
- highlighting opportunities through community events to promote food security/address food insecurity in innovative ways.

This program was established to support local farmers, enhance farmers market, and support for community events related to food security and/or promotion of local food and food producers.

Proposed 2024 City Events Budget: \$30,000.

#### City Five-Year Event Plan and Signature Multi-Cultural Festival Update

Work on the development of the City Five-Year Event Plan (the Plan) and the Multi-Cultural Festival was put on hold for two years given so many unknowns about the potential short and long-term impacts of COVID-19. With the removal of restrictions on gatherings, and having completed a number of successful events in a post-COVID environment, staff re-focussed on advancing the Plan in 2023.

The work done to date and currently underway includes consultation and engagement with key stakeholders, best practice reviews around event programming, funding, sponsorship, marketing, metrics and measurement tools.

Funding was allocated in 2022 and remains in the provision to undertake a visioning and consultation process to develop a new, uniquely Richmond multicultural celebration. The initial planning for this work has been rolled into the fulsome stakeholder and community engagement process currently underway to support the development of the Plan.

The proposed Plan will reflect the needs of the community; support Council's Strategic Plan; contribute to priorities identified in a range of corporate strategies and plans; and align with the Guiding Principles endorsed by Council.

The objectives of this Plan are to:

1. Highlight how events contribute to an appealing and livable city.

- 2. Through consultation with staff and Stakeholders, as well as a review of industry best practices:
  - Seek feedback on how the Guiding Principles can be implemented for events; and
  - Identify strategic priorities and a proposed program of City-hosted/supported events for the next five years that considers existing events as well as addresses gaps in existing portfolio and/or prioritizes themes/features that make Richmond unique.
- 3. Identify an implementation plan that outlines a budget and resource plan to support the planning and delivery of the recommended city events over the next five years.
- 4. Identify evaluation criteria and methodology for ongoing review to ensure that event strategy outcomes are defined, tracked, measured and celebrated through regular reporting to City Council; and that emerging opportunities can be considered in a timely manner.

The Plan will be brought forward for Council consideration in quarter two of 2024. Should Council endorse the proposed Plan at that time, this will allow for sufficient planning time for staff to work with community partners to develop a program of events and intiatives, including addressing a signature multi-cultural festival, in time for the 2025 budget process and event season.

Table 1: 2024 Proposed City Event Program and Budget

Event	2023 City Events Budget	2024 City Events Proposed Budget	2024 City Events Funded by Rate Stabilization Account	2024 City Estimated Grant Funding
Children's Arts Festival (CAF)	\$60,000	\$70,000	\$70,000	
Richmond Cherry Blossom Festival	\$45,000	\$50,000	\$50,000	
Doors Open Richmond	\$25,000	\$30,000	\$30,000	
Neighbourhood Celebration Grants Program	\$75,000	\$50,000	\$50,000	
Community Block Party Fund	\$0	\$25,000	\$25,000	
Steveston Salmon Festival / Canada Day	\$300,000	\$345,000	\$320,000	\$25,000
Richmond Maritime Festival	\$200,000	\$210,000	\$210,000	
Supporting food security through community-driven events	\$30,000	\$30,000	\$30,000	
Total	\$735,000	\$810,000	\$785,000	\$25,000

The proposed budget represents an increase from the previous year to account for cost increases in event contracts and supplies such as tents, portable toilets and traffic management.

As in previous years, any grants, sponsorships, other funding and in-kind contributions secured by community partners will be used for program enhancement.

# **Financial Impact**

Staff propose a total for the 2024 City Events Program budget of \$810,000 with funding of \$785,000 from the Rate Stabilization Account and \$25,000 estimated grant be considered in the 2024 budget process.

#### Conclusion

Events enrich the lives of residents by providing the opportunity for the community to connect, contribute, learn and celebrate together. They contribute to social and economic well-being, foster community resiliency, building community capacity and a sense of community identity and contributing to a vibrant city with a strong sense of place and distinct identity. A program of events for 2024 provides opportunities for the City to work collaboratively with a range of community organizations to safely deliver on a number of priorities identified in the Council's Strategic Plan and contribute to the quality of life of Richmond residents. A City Five-Year Event Plan which will be presented for Council's consideration in quarter two of 2024 will provide a framework for planning, delivering and evaluation of City-hosted and supported events across the city.

Dee Bowley-Cowan Program Manager, Events (604-276-4320)

Att. 1: Overview of the 2023 City Events Program

# Overview of the 2023 City Events Program

#### 2023 Children's Arts Festival

The annual Children's Arts Festival is the City's signature event for children aged 3 to 12 years and includes two components: a public day and school days. The City and Richmond School District No. 38, supported by the Richmond Public Library, worked collaboratively to deliver this year's program. The event's objective is to engage Richmond's children and expand their horizons through a large assortment of culturally and artistically diverse arts and culture activities, performances and workshops.

# Participation highlights include:

- Over 5,000 people attended the Richmond Library and Cultural Centre for a wide range of programming during the Family Day public event on February 20, 2023; and
- 1,082 children representing 48 classes from 35 Richmond elementary schools participated in the school days program from February 21 to February 24, 2023, at the Richmond Library/Cultural Centre, Local Community Centres (City Centre, Hamilton, South Arm, Steveston, Thompson and West Richmond), and the Richmond Nature Park.

#### 2023 Richmond Cherry Blossom Festival

Celebrating the arrival of spring and the blooming of Garry Point Park's 255 Akebono cherry trees, this annual event is produced in partnership with representatives from the BC Wakayama Kenjin Kai. Returning to its pre-pandemic format for the first time on April 2, 2023, the event featured live music and performances; food from a local restaurant and food trucks, Japanese cultural display, and demonstrations. The Sister City Advisory Committee also hosted a display highlighting the 50th anniversary of Richmond's Sister City relationship with Wakayama. The 2023 Cherry Blossom Festival theme was 感謝 (KANSHA), meaning gratitude or appreciation.

#### Participation highlights include:

- Over 5,000 visitors attended the Festival; and
- Social media content reached 1,386 individuals, including 1,706 post engagements and 738 likes and shares.

### 2023 Doors Open Richmond

The 16th edition of Doors Open Richmond was presented from June 3 – 4, 2023 and featured 39 partner sites offering a variety of in-person experiences. New and returning favourites included the 39 Service Battalion and 12 Service Battalion Museum, Richmond Ismaili Jamtkhana, the Turkish Canadian Society and the Ukrainian Community Society of Ivan Franko.

#### Participation highlights include:

- Over 17,000 visits to sites recorded throughout the weekend;
- 313 participants attended pre-registered tours including guided tours of Richmond City Hall and guided bus tours featuring sites along the Highway to Heaven; and
- Social media content reached 72,426 individuals, including 2,157 post engagements and 132 likes and shares.

# 2023 Neighbourhood Celebration Grants Program

The launch of the Neighbourhood Celebration Grant Program was announced to the public on January 31, 2023, via the City's website and various social media channels, through targeted communications to previous program applicants and in community facilities throughout Richmond. Groups of residents, artists, community champions and community organizations were invited to submit creative proposals for initiatives that offered opportunities to connect residents of diverse backgrounds through shared experiences that could be delivered by the end of 2023.

In total, 76 applications were received by the February 26, 2023 deadline. Applicants included Parent Advisory Councils, student groups, neighbourhood, block parties, strata groups, and non-profit societies.

67 projects received funding, totalling \$78,983.76, which included \$13,745.55 being allocated to neighbourhood block parties.

Participation highlights include:

- 14 school events;
- 14 Block Parties; and
- 37 Community events and programs.

#### 2023 Steveston Salmon Festival / Canada Day

The 76th annual Steveston Salmon Festival was successfully delivered in alignment with the vision theme "It's about COMMUNITY" for the Festival. Visitors appreciated the expanded footprint and return of some traditional Salmon Festival activities.

The 76th annual Steveston Salmon Festival on July 1, 2023 included:

- The return of the Steveston Salmon Festival Parade, Salmon Bake and Chow Mein Community Food Booth, and market/trade show;
- A welcome ceremony including local, federal and provincial government and First Nations representatives;
- Traditional Steveston Salmon Festival programming, including the Japanese Cultural Show and Art Show;
- Children's activites;
- Japanese Cultural show and demonstrations;
- Fireworks over the water at Imperial Landing; and
- A flyby the Canadian Arm Forces Lockheed CP-140 Aurora, a maritime patrol aircraft.

#### Participation highlights include:

- Over 75,000 visitors to the site over the day;
- Social media content reached 211,416 individuals, including 1,666 post engagements and 315 likes and shares; and
- 274 community volunteers contributed to over 1,406 hours to deliver the event.

#### 2023 Richmond Maritime Festival

The 20th annual Richmond Maritime Festival animated the Britannia Shipyard National Historic Site on August 26-27, 2023. The event program included 12 wooden and working boats along the dock including local restored heritage boats, maritime-themed décor and installations throughout the site, roving performances, "pop-up" style heritage storytellers, food and beverage vendors, and community booths.

## Participation highlights include:

- Over 40,000 visitors to the site over the two day Festival;
- Social media content reached 182,000 individuals, including 666 post engagements and 2,915 likes and shares;
- More than 50 artists, performers, and heritage storytellers contributed to the festival programming; and
- 105 volunteers contributed over 870 hours to deliver the event.

#### **Supporting Food Security Through Community-driven Events**

When Farm Fest at Garden City Lands was cancelled in 2020 due to COVID-19, staff were given direction to direct a portion of the funding allocated to that event to support a local farmers market. Due to the relatively high cost for the City to host a single-day farmers market on the Garden City Lands, in 2021, the Council directed \$20,000 be allocated to support and enhance existing markets. \$30,000 in funding was allocated in 2022 and 2023 to support further the expansion of existing markets as well as expanding the funding eligibility to include support for community events related to food security and/or promotion of local food and food producers.

#### In 2023, this funding was used to support:

- Kwantlen St. Farmer's Market (market dates from May November 2023);
- Sharing Farm Society (Garlic Festival food security educational enhancements on August 20, 2023 at Terra Nova Rural Park);
- Steveston Farmers and Artisans Market (market dates May 7

   September 17, 2023); and
- Urban Bounty (market dates from May October 2023) at Hamilton Community Centre.

#### Participation highlights include:

- Promoted local farmers and food producers at the Kwantlan Farmers Market at the Culutral Centre Plaza;
- Provided access to community members to affordable fresh produce every Saturday for 10 weeks at the Pop-Up Market in East Richmond's Hamilton Community Centre; and
- Supported and promoted options for Richmond residents to access local food in an outdoor setting at the Garlic Festival through community workshops during the festival.