

Considered at January 28, 2020 Regular Council Meeting

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Memorandum

Date: January 3, 2020
Submitted by: Community Services Department – Facilities Division
Subject: United Way's Period Promise Campaign – Implementation Costs

On October 8, 2019 Council passed the following resolution in response to correspondence received from Michael McKnight (United Way):

RC19/405

THAT, as clarification for resolution RC19/395, staff be directed to report back on the cost and implementation of providing access to free menstrual products in City facilities as a means to reduce menstrual stigma for those affected.

This United Way Period Promise Campaign and the associated work hope to increase access to menstruation products to vulnerable populations and address period poverty.

Staff have looked at locations and the associated costs to install and supply menstruation product dispensers in washrooms in the Civic Centre, the Recreation Complex, Kyle Centre, and Rocky Point Park. Across these four locations 11 washrooms were identified to install dispensers. The anticipated start-up costs and first year of servicing the dispensers are estimated to cost approximately \$11,600. Detailed costs associated with the proposed 11 washrooms are provided in **Attachment 1**.

Refill costs in future years are anticipated to be approximately \$7,900. Staff recommend that a small repair and maintenance budget of \$760 be added to the program budget to address repairing or replacing damaged or broken dispensers. Therefore, beginning in 2021, staff anticipate approximately \$8,660 will need to be added to the Facilities Division operating budget. A program review will be completed with the 2020 eight-month budget review.

The recommended resolution is:

THAT the memo dated January 3, 2020 from the Community Services Department – Facilities Division regarding United Way's Period Promise Campaign – Implementation Costs be received for information.

If Council would like to proceed with installing and supplying menstruation product dispensers, the recommended resolution is:

THAT staff be directed to install menstruation products in 11 washrooms in the following facilities: the Recreation Complex, the Civic Centre, Kyle Centre and Rocky Point Park as recommended in the report dated January 3, 2020, from the Community Services Department – Facilities Division regarding United Way's Period Promise Campaign – Implementation Costs;

AND THAT a budget of \$11,600 to implement the United Way's Period Promise Campaign for 2020 be referred to the Finance Committee to identify a funding source.

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Report Approval Details

Document Title:	United Way's Period Promise Campaign.docx
Attachments:	- Attachment 1 - Costs for the Installation and Supply of Menstruation Products.pdf
Final Approval Date:	Jan 20, 2020

This report and all of its attachments were approved and signed as outlined below:

Dorothy Shermer, Corporate Officer - Jan 16, 2020 - 12:59 PM

Rosemary Lodge, Manager of Communications and Engagement - Jan 16, 2020 - 1:42 PM

Paul Rockwood, General Manager of Finance and Technology - Jan 16, 2020 - 4:27 PM

Tim Savoie, City Manager - Jan 20, 2020 - 4:09 PM

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Costs for the Installation and Supply of Menstruation Products

Building	Location (note 1)	Dispenser Cost	Dispenser Installation	Cost to fill Dispenser (note 2)	Refills per year (note 3)	Start-up Cost	Annual Product Cost	Projected Total 2020 Cost
Rec Complex	Wellness Room Hall	\$240.00	\$92.83	\$ 8.41	104	\$332.83	\$ 874.64	\$1,207.47
Rec Complex	Reception Area*	\$240.00	\$92.83	\$8.41	104	\$332.83	\$874.64	\$1,207.47
Rec Complex	Fitness Area	\$240.00	\$92.83	\$8.41	104	\$332.83	\$874.64	\$1,207.47
Rec Complex	Curling Lobby	\$240.00	\$92.83	\$8.41	52	\$332.83	\$437.32	\$770.15
Rec Complex	Skaters Lobby	\$240.00	\$92.83	\$8.41	104	\$332.83	\$874.64	\$1,207.47
Rec Complex	Curling Lounge	\$240.00	\$92.83	\$8.41	26	\$332.83	\$218.66	\$551.49
Rec Complex	Party Room*	\$240.00	\$92.83	\$8.41	26	\$332.83	\$218.66	\$551.49
Civic Centre	Breezeway	\$240.00	\$92.83	\$8.41	156	\$332.83	\$1,311.96	\$1,644.79
Civic Centre	Second Floor *	\$240.00	\$92.83	\$8.41	104	\$332.83	\$874.64	\$1,207.47
Kyle Centre	Main Lobby	\$240.00	\$92.83	\$8.41	52	\$332.83	\$437.32	\$770.15
Rocky Point Park	Park Washroom	\$240.00	\$92.83	\$8.41	104	\$332.83	\$874.64	\$1,207.47
Total								\$ 11,532.89

Note 1 – Locations marked with an * are universal and accessible.

Note 2 – Each dispenser holds 15 sanitary napkins and 25 tampons.

Note 3 – Assumption that each dispenser will need to be fully filled each time. Refill frequency is based on refill history of paper products at each location.