



The Corporation of the Town of LaSalle

To: Mayor and Members of Council
Prepared by: Patti Funaro, Recreation Manager
Department: Culture & Recreation
Date of Report: May 14, 2019
Report Number: CR-2020-21
Subject: Recreation Software Upgrade

Recommendation

That the report of the Recreation Manager dated August 11, 2020 (CR-2020-21) regarding an upgrade to the recreation software package BE RECEIVED; and that the recommendation to proceed with the upgrade at a onetime cost of approximately \$10,000 funded from the Culture and Recreation reserves BE APPROVED.

Report

The Department of Culture and Recreation was recently notified that the current recreation software package (Max Galaxy) will no longer be supported after October 2021. The software provider is offering an upgrade to ActiveNET software at the same annual fee as Max Galaxy. In addition, there would be a onetime fee of approximately \$10,000 to cover the cost of converting existing data, training staff and upgrading some hardware. This would be funded from the Culture and Recreation reserves.

ActiveNET is in use by many Ontario municipalities including four in Essex County.

Feedback on the software received from current users is extremely positive.

Upgrading to ActiveNET will allow the Culture and Recreation Department to streamline operations and automate tasks to create efficiencies. Some examples include:

- more user friendly online registration
- online private swimming lesson registration
- automated communication with program participants through email and text messaging
- online permit and waiver signing
- electronic attendance and participant tracking

In addition to creating efficiencies, many of the features will also support COVID protocols by reducing the need for in person contact with customers.

If approved, the upgrade would be completed in the next four to eight months. Given that Max Galaxy and ActiveNET are owned by the same company, a smooth transition is anticipated.

Consultations

Finance

IT

Financial Implications

Approximate onetime cost of \$10,000 funded from Culture and Recreation reserves.

Prepared By:



Manager of Recreation and Culture

Patti Funaro

Link to Strategic Goals

Yes	Enhancing organizational excellence
Yes	Sustain strong public services and infrastructure
	Strengthen the community's engagement with the Town
	Grow and diversify the local economy
	Build on our high-quality of life

Communications

Yes	Not applicable
	Website
	Social Media
	News Release
	Local Newspaper
	Bids & Tenders
	Notification pursuant to the Planning Act

Notifications

Name	Address	Email

Report Approval Details

Document Title:	CR-2020-21 Recreation Software.docx
Attachments:	
Final Approval Date:	Aug 17, 2020

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



Director of Finance/Treasurer

Dale Langlois



Human Resources Manager

Rick Hyra



Chief Administrative Officer

Joe Milicia