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**TO:** Mayor and Council

**FROM:** Caitlin Fox, Community Recreation Coordinator

**DATE:** May 11, 2021

**RE:** **Rental of Table and Chairs Request**

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**ISSUE:**

Rental of 10-20 round tables from the Hall for the Leach off site wedding. Also rental of 5 round tables and 5 rectangular tables for the Sanderson off site wedding.

**BACKGROUND:**

On May 3<sup>rd</sup>, 2021, the Town was contacted to rent out the Hall tables for an off-site wedding which was booked to be at the Hall before it became a COVID-19 Testing Centre. After discussion with the Works and Operations we decided with the condition of the tables and the fact that the tables were going to be off site that it would not be a good idea for the tables to be rented out. A message was left with Maria Leach, but the call was never returned. She has since addressed a letter to Council. Last week Anne Sanderson has also now contacted the town with the same question. They also had the hall booked this summer for a wedding. We advised Anne to write a letter to Council.

**ALTERNATIVES:**

- 1) The Council can allow for the rental of the tables with a damage deposit paid.
- 2) The Council can reject the rental of the tables.

**FINANCIAL IMPLICATIONS:**

The Town would have to figure out a rental cost for the tables and what to charge for a damage deposit.

**ANALYSIS:**

With the wedding being booked for the Hall the tables would have been used during the function but now with the booking changing, the Leach's are asking that they take the tables to a farm, and Sanderson's would like to take them to the golf course.

These tables are in rough condition and are heavy so these tables could end up potentially being broken or someone could become injured while using the tables and could result in the town having more issues in the future. There is no bylaw stating that the tables for the Hall can be rented out.

If this agreement is to go through the Town would have to come up with a user and liability agreement stating that we are not liable for damaged, loss of material or anything regarding the tables as well as it should state that they would have to pick up within one day of the scheduled event and return the tables within one day of the scheduled.

**ADMINISTRATIVE RECOMMENDATION(S):**

"THAT the Town of Wadena allow the rental for the off-site rental of the Hall tables, for the Leach and Sanderson weddings".

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**ATTACHMENT:**

Maria Leach Correspondence

Anne Sanderson Correspondence