# First Nation – Municipal Community Infrastructure Partnership Program

# Self-Assessment Exercise: Service Agreements

The purpose of this exercise is to better understand how you and your partner community view municipal type service agreements. By first exploring in your separate communities what you each know about service agreements and then sharing your thoughts with your partner community you can jointly explore knowledge gaps and issues that will foster the growth of a positive relationship.

## Step 1

Start by creating a graph. Draw a cross in the middle of the page and label each arm of the cross as systems, levels & costs, elements, challenges. Mark zero to ten on each arm of the cross with zero starting at the centre point and ten at the outside end point of the arm of the cross. See the picture below.

Review the questions below and rate yourselves on your level of knowledge on a scale of one to ten (one being low and 10 being high). This is a group score, so if everyone in your group knows about something rate yourself high on that point but if only one or two people know about something rate yourselves lower. The points under each question are intended to help prompt discussion and help explain the main question. They do not have to be answered individually. At the end of this exercise you will be asked to share your responses with the rest of the group. Below is an example of two completed graphs for a First Nation – municipal pair.

1. **How much do you know about water delivery and sewage treatment systems? For example:**
   * You know where your drinking water comes from and where the septic system or sewage treatment plant is located
   * You are familiar with different types of water delivery and sewage treatment systems
   * You are familiar with the different requirements for domestic versus commercial use
   * You have had discussions about methods and resources available to conserve water or improve sewage treatment.
2. **How much do your know about levels of service and the cost for services? For example:**
   * You know how much water your community uses on a regular basis
   * You know how much sewage your community produces on a regular basis
   * You know approximately how much your community is going to grow or shrink within the next 10-20 years
   * You know several different models for pricing water delivery
   * You know the cost of operation and maintenance of the water system
3. **Do you know what elements should be included in a service agreement? For example:**
   * You are familiar with the fundamental elements of a contract (i.e., offer, acceptance, consideration, etc)
   * You have thought through basic questions to consider before drafting an agreement, including what services you want to share, your main concerns and your partner’s likely main concerns, restrictions or limitations within which you will have to operate, etc.
   * You have a good understanding of the decision making process for approval of a service agreement by your partner community
   * You know what to do if a dispute with your partner arises in the implementation of the agreement?
4. **How much do you know about existing regional water challenges and solutions? For example:**

* You have accurate information on the availability of water resources for the next 10 – 20 years
* You have considered the implications of climate change on your drinking water supply
* You have considered the environmental consequences of your present or future sewage treatment systems
* You are working toward a regional water management framework

**Step 2**

Discuss the results between your communities. Share information, explore issues, and identify ways to move forward together.