

### What does the AIM Network Technical committee do?

The AIM Network Technical committee advises the AIM Network Board on the applicability and appropriateness of open source software solutions and methodologies. The Technical Committee also facilitates and provides guidance, where appropriate, to the open source community to support the Asset Management needs of local government in Atlantic Canada.

For the Terms of Reference of the committee, see below.



# Atlantic Infrastructure Management Network

## **Terms of Reference** ***AIM Network Technical Committee***

### 1. Context

AIM Network is a not-for-profit organization whose mandate is to provide asset management planning guidance, support and resources to local governments in Atlantic Canada. This includes guidance and support in the development of software and methodologies related to Asset Management. AIM Network does not sell or support any particular commercial software. However, AIM Network does encourage and support the development of open source software that is made available for free to the community.

A need was identified to advise the AIM Network board on the applicability and appropriateness of open source software solutions and methodologies and also to facilitate and provide guidance, where appropriate, to the open source community to support the Asset Management needs of local government in Atlantic Canada.

The ***AIMnet Solution*** is a collection open source tools and methodologies identified and supported by AIM Network to assist local government in Atlantic Canada in Asset Management.

### 2. Purpose:

The AIM Network Technical Committee will advise the AIM Network Board on all matters related to the Asset Management software development and methodologies ensuring the effective use of these tools and procedures for the intended purpose and audience.

### 3. Members

The AIM Network Technical Advisory Committee will be comprised of users and contributors including but not limited to:

- Municipal staff
- Provincial government representatives
- Educational Institutions
- Supporting Partners, consultants and contractors

AIM Network will strive to include representation from each of the Four Atlantic Provinces.

The Committee will be chaired by a person appointed by AIM Network.

#### 4. Terms:

Committee members will serve on the Committee for a renewable two-year term.

#### 5. Role of the Committee

- Provide direction to AIM Network on the continued development of the **AIMnet** solution to ensure it represents its intended purpose, including but not limited to:
  - Use of existing **AIMnet** solution software, tools, templates and procedures
  - Future direction and development of the **AIMnet** solution and means of improving and updating the **AIMnet** solution.
  - Review of open source license agreements and to ensure existing licensing agreements are in compliance with the **AIMnet** solution goals and objectives
  
- Advise AIM Network on matters related to open data, including but not limited to:
  - New directions for open data
  - Opportunities to support the open data initiative, specifically to support Asset Management needs of local government in Atlantic Canada

#### 6. Meetings:

- (a) Meetings will be held at the call of the chair.
- (b) There will be at least one meeting each quarter (4 meetings per year)
- (c) Meetings will be held online.

#### 7. Reporting and Authority:

- (a) The Advisory Committee reports to the AIM Network Managing Director.
- (b) The Committee acts in an advisory role but does not make decisions on behalf of AIM Network.

Updated Sept 2018