



June 27, 2007

Honourable Yvonne Fritz  
Associate Minister of Affordable Housing  
and Urban Development  
Room 127 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B7

Dear Minister Fritz

I am pleased to welcome you to our team as Associate Minister of Affordable Housing and Urban Development. The purpose of this letter is to outline your specific responsibilities, and issues that I expect you to address for the Minister of Municipal Affairs and Housing. I would also like to ensure there is a clear understanding of your role and relationship with the Minister of Municipal Affairs and Housing.

As you know, our government has established five priorities to focus on serving Albertans better – through better planning and spending, with more discipline and with stronger accountability. These priorities are:

- Governing with integrity and transparency
- Managing growth pressures
- Improving Albertan's quality of life
- Building a stronger Alberta
- Providing safe and secure communities

As Associate Minister of Affordable Housing and Urban Development, I expect you to take on responsibility for developing options for policies, programs or approaches to address affordable housing issues including supporting the implementation of the government's response to the Housing Task Force report; and provide leadership to the identification of issues related to rapid urban growth, and coordinate development of new policies and approaches to address them. A more detailed outline of the responsibilities and goals you will be responsible for are set out in the attached "Goals and Responsibilities" document.

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In addition to clarity on responsibilities, it is important that there be close coordination and communication between the Minister of Municipal Affairs and Housing and yourself. It will be critical that you report regularly to the Minister on your progress on these initiatives. In addition, all documents in support of government decision-making including Ministerial Reports, Cabinet Reports, and Requests for Orders in Council, originating from your office must be approved and signed off by the Minister of Municipal Affairs and Housing.

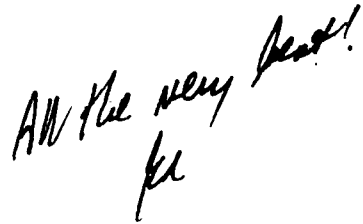
Associate Ministers have been assigned personal office staff. The Minister of Municipal Affairs and Housing will be in touch with you concerning your key contacts within the ministry who will provide the support you need to carry out your responsibilities. For efficiency and consistency purposes, administrative processes in support of action requests, briefing notes, speeches and other correspondence should be coordinated with the Minister of Municipal Affairs and Housing.

Your accomplishments of these objectives will help us realize our goals and will allow Albertans to measure our performance as a government.

Sincerely yours,



Ed Stelmach  
Premier



Attachment

cc: Honourable Ray Danyluk  
Minister of Municipal Affairs and Housing

Ron Glen, Chief of Staff  
Premier's Office

Ron Hicks, Deputy Minister  
Executive Council

Shelley Ewart-Johnson, Deputy Minister  
Municipal Affairs and Housing

## **Goals and Responsibilities for the Associate Minister of Affordable Housing and Urban Development**

### **1. Affordable Housing**

#### **Goals:**

- The Affordable Housing Task Force recommendations approved by Caucus will be implemented effectively and in a timely manner.
- A clear government response will be developed for the Affordable Housing Task Force recommendations that were referred to a cross ministry committee.
- Suitable legislative amendments that support the Affordable Housing Task Force recommendations will be developed and brought forward for approval.

#### **Responsibilities:**

- Provide leadership and direction on the development of a government response to the Affordable Housing Task Force recommendations that were referred to a cross ministry committee.
- Provide leadership and direction in the implementation of the government approved recommendations of the Affordable Housing Task Force.
- Lead consultations with stakeholders to develop possible legislative amendments that support the approved Affordable Housing Task Force recommendations.

### **2. Urban Development**

#### **Goals:**

- Develop new and innovative approaches to address emerging urban development issues.
- Demonstrate enhanced provincial interest in and receptiveness to the Calgary region's concerns and requests.
- Support the development of a regional land-use plan for the Calgary Region.
- Ensure that the regional plan addresses the key sensitivities related to development near Calgary and upstream of Calgary along the Bow and Elbow corridors.

#### **Responsibilities:**

- Assist the Minister in identifying emerging issues related to increasing urban development and in proposing new and innovative approaches for the province and municipalities to partner in addressing them.
- Support the development of a land-use plan for the Calgary Region by:
  - Monitoring and reporting on the development of the regional land-use plan by the Calgary Regional Partnership (CRP).
  - Representing Alberta Municipal Affairs and Housing at CRP events.
  - Developing recommendations for provincial support of the development and implementation of a plan.