

## Official Administrator and Executive Expense Report

**Name** Brenda Huband  
**Title** VP & Chief Health Operations Officer Central & Southern Alberta  
**Location** Calgary  
 Expenses submitted during the month of November 2014

		Travel (1)					Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)	
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel			
Nov-14	P-Card	Meetings	2,424		1,424	632	4,480			
<b>Total</b>			\$ 2,424	\$ -	\$ 1,424	\$ 632	\$ 4,480	\$ -	\$ -	\$ -

**Total for the Month** \$ 4,480

Maximum daily single meal expense claimed in the month \$ -  
 Maximum daily base hotel rate claimed in the month \$ 195  
 Non economy air travel in the month \$ -

### 1) Travel expenses

Includes local and out of province/country travel expenses. Other travel includes items such as taxis, parking mileage, car rental and other expenses related to travel.

### 2) Professional Development

Includes conference, seminar and course registration fees and material

### 3) Hosting and Hospitality expenses

Hospitality and Hosting expenses may be incurred to advance AHS' mission, vision and values. For example, may include working lunches with staff and prospective employees meetings with government officials, dignitaries, public interest groups, donors other public or private organizations.

### 4) Other

Other expenses include expenses incurred in the normal course of business that are required for work purposes. May include small item technology purchases, books, etc.

Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

<b>Instruction:</b>			
<ul style="list-style-type: none"> <li>Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement</li> <li>Cardholder AND Approver's signatures required where indicated below</li> </ul>			
HUBAND, BRENDA	VP/CHIEF HEALTH OPERATIONS	Billing Reporting Period:	20/11/2014
Cardholder's Name	Cardholder's Position/Title		
HEALTH OPERATIONS CENTRAL &	SOUTHPORT	Total Statement Amount:	\$4,479.87
Cardholder's Dept	Cardholder's Site/Location		
BRENDA.HUBAND@ALBERTAHEALTHSERVICES.CA		Last 6 digits of the P-Card #: <span style="background-color: black; color: black;">XXXXXXXXXX</span>	
Cardholder's e-mail address			

Statement of Transactions								
Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
17/10/2014	368143188	AIR CAN 0142140259752, AIR CANADA	52.50	CAD	52.50	.00	.00	Fit changed to accomm Okotoks Presentation
17/10/2014	368143189	AIR CAN 0142140259752, AIR CANADA	24.15	CAD	24.15	.00	.00	Fit changed to accomm Okotoks presentation
24/10/2014	368776086	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	124.95	CAD	124.95	5.95	.00	YYC Parking - Mtgs-Exec; CEO/ Access Block; UNA; COEC; Zone Leadership; Pref Accom; Sean; Legal; Planning; CCP; Ebola;
25/10/2014	368776085	THE WESTIN EDMONTON, WESTIN HOTELS	669.12	CAD	669.12	125.16	.00	Mtgs-Exec; CEO/ Access Block; UNA; COEC; Zone Leadership; Pref Accom; Sean; Legal; Planning; CCP; Ebola;
27/10/2014	369031769	AIR CAN 0142140653966, AIR CANADA	380.36	CAD	380.36	.00	.00	Exec Comm' meet new VP Comms
27/10/2014	369168944	AIR CAN 0142140652611, AIR CANADA	52.50	CAD	52.50	.00	.00	Changed fit to accomm Okotoks pres in Calgary
27/10/2014	369168945	AIR CAN 0142140652611, AIR CANADA	174.30	CAD	174.30	.00	.00	Changed fit to accomm Okotoks pres in Calgary
29/10/2014	369168946	THE WESTIN EDMONTON, WESTIN HOTELS	195.35	CAD	195.35	36.54	.00	Exec Comm; Long Range Planning, TCC for VP recruitment
29/10/2014	369375877	FOUR POINTS BY SHERATO, SHERATON HOTELS	173.31	CAD	173.31	.00	.00	Sr. Leadership Mtg
29/10/2014	369375878	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	81.90	CAD	81.90	3.90	.00	Prkg-Exec Comm; TCC re VP recruitment; Long Range Planning; Sr. Leadership
05/11/2014	370246378	AIR CAN 0142141008359, AIR CANADA	390.86	CAD	390.86	.00	.00	ECC Update; COEC; Exec Educ; 2:1 CEO; Legal; Exec Comm; MDR Acct
08/11/2014	370436953	MPARK00020154U, AUTOMOBILE PARKING LOTS AND GARAGES	10.00	CAD	10.00	.48	.00	Prkg for HAC mtg
09/11/2014	370436954	THE WESTIN EDMONTON, WESTIN HOTELS	167.28	CAD	167.28	31.29	.00	Hotel - HAC mtg
10/11/2014	370631120	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	Taxi from YEG to Westin
10/11/2014	370631121	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	Taxi from YEG to Westin-Salimah as well
10/11/2014	370631122	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	Taxi from YEG to Westin
10/11/2014	370631123	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	Taxi from Delta Edm South to YEG-Saifa Koonar & Margie Fullerton as well
10/11/2014	370631124	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43	.00	Taxi-Taxi from YEG to Westin
12/11/2014	370972786	AIR CAN 0142141274132, AIR CANADA	12.60	CAD	12.60	.00	.00	Fit modified to accomm return to YYC
12/11/2014	370972787	AIR CAN 0142141274132, AIR CANADA	52.50	CAD	52.50	.00	.00	Fit modified to accomm return to YYC
12/11/2014	370972789	AIR CAN 0142141275999, AIR CANADA	105.00	CAD	105.00	.00	.00	Exec Comm
12/11/2014	370972790	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	27.30	CAD	27.30	1.30	.00	Prkg - Exec Comm; Cz/Cancer Control; AHS/Unions Update
13/11/2014	370972788	AIR CAN 0142141321676, AIR CANADA	403.46	CAD	403.46	.00	.00	Fit - ICS Training; Bdgt; North/South Dyad Mtg; Christine Couture mtg

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21

14/11/2014	371164641	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	27.30	CAD	27.30	1.30	.00	Prkg-Exec Comm; CZ Cancer Control; AHS/Unions Update	- 21
17/11/2014	371407240	AIR CAN 0142141453629, AIR CANADA	332.85	CAD	332.85	.00	.00	Fit modified to represent CEO at CHT event	- 22
17/11/2014	371407241	AIR CAN 0142141458498, AIR CANADA	390.86	CAD	390.86	.00	.00	Fit for Accelerating Primary Care Conf	- 23
17/11/2014	371407242	AIR CAN 0142141453629, AIR CANADA	52.50	CAD	52.50	.00	.00	Fit modified to represent CEO at CHT event	- 22
19/11/2014	371542293	RENAISSANCE EDMONTON A, RENAISSANCE HOTELS	218.92	CAD	218.92	.00	.00	Hotel-Bdgt mtg; Exec Comm; ICS Training; Pt Flow; North/South Dyad; Chris Couture	- 24

<b>Signature</b>		
<b>Cardholder Designate (if Applicable)</b> By signing this statement I hereby certify that I have reviewed and reconciled this statement in BMO Online to the best of my ability in accordance to AHS Corporate Policies, Program User Guide and Training. I have allocated the transaction(s) to the proper cost centre.		
Name of Cardholder Designate <u>Henry Pace</u>	Cardholder Designate Position/Title <u>Exec Asst</u>	
Signature of Cardholder Designate <u>Henry Pace</u>	Date of Signature <u>Nov 24/14</u>	
<b>Cardholder</b>		
By signing this statement I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization. A personal cheque for any personal expenses inadvertently charged is attached. I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided.		
Name of Cardholder <u>Hubano Irentia</u>	Cardholder Position/Title <u>VP/CHIEF HEALTH OPERATIONS</u>	
Signature of Cardholder <u>Hubano Irentia</u>	Date of Signature <u>2014 Nov 27</u>	
<b>Approver Designate (if Applicable)</b>		
By signing this statement I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization. A personal cheque for personal expenses inadvertently charged has been obtained. I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided.		
Name of Approver Designate _____	Approver Designate Position/Title _____	
Signature of Approver Designate _____	Date of Signature _____	
<b>Approver</b>		
By signing this statement I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization. A personal cheque for personal expenses inadvertently charged has been obtained. I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided.		
Name of Approver <u>Deborah Rhodes</u>	Approver Position/Title <u>CPA</u>	
Signature of Approver <u>Deborah Rhodes</u>	Date of Signature <u>Dec 31/14</u>	
<b>Support approved statement with attachments</b>		
<b>Attach</b> Original (or scanned) itemized receipts with documented business reasons including names of participants where required. Signed Cardholder Statement Report (or copies of electronic signatures if signatures are not on report) And where applicable: Copies of pre-approvals for travel Personal cheque payable to "Alberta Health Services" Return, refund and/or credit receipts. Disputes letter Business reasons for travel require detailed descriptions -- include where travelled to, who attended (if meal), why travel was necessary and detailed explanation of reason.	<b>Address:</b> Alberta Health Services Accounts Payable 7th Street Plaza 10th Floor, North Tower, 10030-107 Street Edmonton, AB T5J 3E4	
<b>Accounts Payable only:</b>		
Reference # _____	Reviewed by: _____	Date: _____

①

AIR CANADA 

\$76.65

\$52.50  
+ 24.15

# Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

## Main Contact Information

Booking reference: XXXXXXXXXX

Name: Mrs Brenda Huband  
E-mail: BREND.A.HUBAND@ALBERTAHEALTHSERVICES.CA  
Form of payment: XXXXXXXXXX

**Customer Care**  
**Air Canada Reservations**  
 1-888-247-2262  
**Air Canada Flight Information**  
 1-888-422-7533

International Reservations  
 Alert me of flight changes  
Flight notification



*revised Oct 17<sup>th</sup>  
to 7:30 a.m. to  
accommodate a presentation*

## Flight Itinerary


Flight	From	To	Aircraft	Booking class	Status
AC8164	Calgary (YYC)	Edmonton International (YEG)	DH3	Q	Confirmed
<i>Operated by:</i>	Mon 20-Oct 2014	Mon 20-Oct 2014			
<i>Air Canada Express-Jazz</i>	19:30 ✓	20:22			
AC8171	Edmonton International (YEG)	Calgary (YYC)	DH3	G	Confirmed
<i>Operated by:</i>	Fri 24-Oct 2014	Fri 24-Oct 2014			
<i>Air Canada Express-Jazz</i>	19:00	19:52			
Seat number(s) requested:	11F				
AC8856	Calgary (YYC)	Edmonton International (YEG)	DH3	G	Confirmed
<i>Operated by:</i>	Mon 27-Oct 2014	Mon 27-Oct 2014			
<i>Air Canada Express-Jazz</i>	19:00	19:52			
Seat number(s) requested:	11F				

Flight	From	To	Aircraft	Booking class	Status
AC8155	Edmonton International (YEG)	Calgary (YYC)	DH3	G	Confirmed
<i>Operated by:</i>	Wed 29-Oct 2014	Wed 29-Oct 2014			
<i>Air Canada Express-Jazz</i>	19:30	20:22			
Seat number(s) requested:	11F				

## Passenger Information

	<b>Passenger 1</b>	
Name:	Mrs Brenda Huband	Ticket number: 
Frequent Flyer Pgm:	Air Canada Aeroplan	Program number: 

## Purchase Summary

Passenger: 1 Ticket number: 

<b>Date of issue</b>	17-Oct 2014
<b>Fare Amount in Canadian dollars:</b> <i>(including navigational &amp; other charges)</i>	771.00
<b>Taxes, Fees &amp; Charges</b>	
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.15
Combined Taxes *see fare calculation below (XT)	PD
<b>Total Fare in Canadian dollars:</b>	24.15A
<b>Options</b>	
Change fee in Canadian dollars	
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	50.00 2.50
<b>Ticket particularities:</b> AC ONLY/NON-REF/CHGB FEE	

*\*Fare calculation:*  
 20OCT14YYC AC YEA Q12.00R160.00/-YYC AC YEA Q12.00R165.00AC  
 YYC Q12.00R132.00AC YEA Q12.00R132.00AC YYC  
 Q12.00R122.00CAD771.00 END ROE1.00 PD14.25CA44.11XG120.00SQ  
**Canadian tax registration numbers:**  
 XG Canada Goods and Service Tax (GST) #10009-2287  
 RC Canada Harmonized Sales Tax (HST) #10009-2287  
 XQ Quebec Sales Tax (QST) #1000-043-172

## Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.

②

- loose loan.
- LHO
- Deconv Check
- [unclear]
- [unclear]
- UK County
- [unclear]
- [unclear]
- [unclear]
- [unclear]
- [unclear]
- [unclear]
- [unclear]
- [unclear]
- [unclear]

RECEIPT  
GST NO. R122556194

*P. end*

TKT NO [redacted]  
 POE: [unclear]  
 IN: 10/20/14 16:09  
 OUT: 10/24/14 20:00  
 PAID: \$ 124.95  
 (GST INCLUDED)  
 MASTERCARD [redacted]

YOU HAVE 15 MIN.  
TO EXIT

Calgary International Airport Parkade

The Westin Edmonton  
 10135 100 St  
 Edmonton, AB T5J 0N7  
 780-426-3636  
 http://www.westin.com/edmonton

3



Huband, Brenda Page Number 1  
 Guest Number [Redacted]  
 Public ID [Redacted]  
 No. Of Guest [Redacted]  
 Room Number [Redacted]  
 Invoice

Invoice Nbr [Redacted]  
 Arrive Date 10-20-2014 20:55  
 Depart Date 10-24-2014 11:15  
 Agent [Redacted]

Date	Reference	Description	Charges	Credits
10-20-2014	[Redacted]	Room Charge	\$149.00	
10-20-2014	[Redacted]	GST	\$7.67	- John Connor
10-20-2014	[Redacted]	DMF	\$4.47	- CEO
10-20-2014	[Redacted]	Tourism Levy	\$6.14	
10-21-2014	[Redacted]	Room Charge	\$149.00	- Access Block
10-21-2014	[Redacted]	GST	\$7.67	- WNA TCC
10-21-2014	[Redacted]	DMF	\$4.47	- COEC
10-21-2014	[Redacted]	Tourism Levy	\$6.14	- WNA MH
10-22-2014	[Redacted]	Room Charge	\$149.00	- 302 Resubstip
10-22-2014	[Redacted]	GST	\$7.67	- Prof Account
10-22-2014	[Redacted]	DMF	\$4.47	- Jim Chilton
10-22-2014	[Redacted]	Tourism Levy	\$6.14	
10-23-2014	[Redacted]	Room Charge	\$149.00	- Legal
10-23-2014	[Redacted]	GST	\$7.67	- Planning
10-23-2014	[Redacted]	DMF	\$4.47	- CCP
10-23-2014	[Redacted]	Tourism Levy	\$6.14	- Other
10-24-2014	[Redacted]	Mastercard		\$-669.12
		** Total	\$669.12	\$-669.12
		** Balance	\$0.00	- Foundation 6

EXPENSE SUMMARY REPORT  
 Currency: CAD

Date	Room	GST	Tour Levy	Food/Rev	Phone	Other	Total	Payment
10-20-2014	\$149.00	\$7.67	\$6.14	\$0.00	\$0.00	\$4.47	\$167.28	\$0.00
10-21-2014	\$149.00	\$7.67	\$6.14	\$0.00	\$0.00	\$4.47	\$167.28	\$0.00
10-22-2014	\$149.00	\$7.67	\$6.14	\$0.00	\$0.00	\$4.47	\$167.28	\$0.00
10-23-2014	\$149.00	\$7.67	\$6.14	\$0.00	\$0.00	\$4.47	\$167.28	\$0.00
10-24-2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-669.12
Total	\$596.00	\$30.68	\$24.56	\$0.00	\$0.00	\$17.88	\$669.12	\$-669.12

Continued on the next page



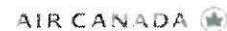
Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

4



- Excel Comm.  
- meet in new VP of Comm.

Booking Information



Booking Reference: [Redacted]

Customer Care

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Air Canada  
1-888-247-2262

Main Contact:

Mrs Brenda Huband

Flight Arrivals and Departures

1-888-422-7533

brn

Mob: [Redacted]

Wor: [Redacted]

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8130	Calgary (YYC) Wed 05-Nov-2014 06:00	Edmonton, Edmonton Int'l (YEG) Wed 05-Nov-2014 06:52	0	0hr52	DH3	Flex, W	
AC8133	Edmonton, Edmonton Int'l (YEG) Wed 05-Nov-2014 18:00	Calgary (YYC) Wed 05-Nov-2014 18:50	0	0hr50	DH4	Flex, W	

Operated by:  
Air Canada Express - Jazz

Passenger Information

1: Mrs Brenda Huband : Adult (16+), Ticket Number: 014214065900  
 Air Canada - [Redacted] Meal Preference: None  
 Aeroplan: [Redacted]  
 Payment Card: [Redacted] Special Needs: None  
 Seat Selection: AC8130 9F, AC8133 17F

Purchase Summary

Fare Summary	Adult
Passenger Type	
<b>Air Transportation Charges</b>	
Departing Flight - Flex	132.00
Return Flight - Flex	132.00
Surcharges	24.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	60.00
Canada Goods and Services Tax (GST/IST #10009-2287 RT0001)	18.11
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	380.36
Number of passengers	x 1
Total airfare, taxes and options	380.36
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$380.36</b>

Payment Information

Credit/Debit [Redacted] amount paid: \$380.36  
 The following [Redacted] on your credit or debit card statement:  
 • Air Canada: \$380.36 (Airfare - per ticket)

Ticket number: [Redacted]

Fare Rules

Original of 10/27/14  
Oystole's Presentation  
AIR CANADA 

5


\$525  
+ \$174.30

# Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.  
Please bring your itinerary-receipt to the airport.

## Main Contact Information

Booking reference: 

Name: Mrs Brenda Huband  
E-mail: BRENDA.HUBAND@ALBERTAHEALTHSERVICES.CA  
Form of payment: 

**Customer Care**  
Air Canada Reservations  
1-888-247-2262  
Air Canada Flight Information  
1-888-422-7533

International Reservations

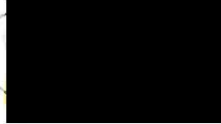

Alert me of flight changes  
Flight notification

## Flight Itinerary


Flight	From	To	Aircraft	Booking class	Status
AC8164	Calgary (YYC)	Edmonton International (YEG)	DH3	V	Confirmed
<i>Operated by:</i>	Mon 27-Oct 2014	Mon 27-Oct 2014			
<i>Air Canada Express-Jazz</i>	19:30	20:22			
AC8155	Edmonton International (YEG)	Calgary (YYC)	DH3	G	Confirmed
<i>Operated by:</i>	Wed 29-Oct 2014	Wed 29-Oct 2014			
<i>Air Canada Express-Jazz</i>	19:30	20:22			
Seat number(s) requested: 11f					

## Passenger Information

Name: Mrs Brenda Huband  
Frequent Flyer Pgm: Air Canada Aeroplan

Passenger 1  
Ticket number:   
Program number: 

**Purchase Summary**

Passenger: 1 Ticket number 

Date of issue 27-Oct 2014  
 Fare Amount in Canadian dollars: 937.00

*(including navigational & other charges)*

**Taxes, Fees & Charges**

Canada Goods and Services Tax (GST/HST #10009-2287) (XG) 8.30  
 Combined Taxes \*see fare calculation below (XT) PD

**Total Fare in Canadian dollars:**

174.30A

**Options**

Change fee in Canadian dollars  
 Canada Goods and Services Tax (GST/HST #10009-2287) (XG)  
 Charge fee in Canadian dollars  
 Canada Goods and Services Tax (GST/HST #10009-2287) (XG)

50.00  
 2.50  
 50.00  
 2.50

Ticket particularities:  
 AC ONLY/NON-REF/CHGE FEE

**\*Fare calculation:**

27OCT14YYC AC YEA Q12.00R160.00/-YYC AC YEA Q12.00R165.00AC  
 YYC Q12.00R132.00AC YEA Q12.00R154.00AC YYC  
 Q12.00R132.00CAD937.00 END ROE1.00 PD14.25CA45.26XG120.00SQ

**Canadian tax registration numbers:**

XG Canada Goods and Service Tax (GST) #10009-2287  
 RC Canada Harmonized Sales Tax (HST) #10009-2287  
 XQ Quebec Sales Tax (QST) #1000-043-172

**Fare Rules Summary**

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

**Important Information & Conditions**

Please review this itinerary/receipt and should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

**Before You Go: A 'To-Do' List**

All passengers are advised to view the [Travel documentation](#) and [US Secure Flight Program](#). US Secure Flight Program for important information on documents and identification required for travel.

**Travel Insurance**

Canadian Residents - RBC Travel Insurance Company offers Canadian travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of Canada can purchase travel insurance from RBC Travel Insurance

The Westin Edmonton  
10135 100 St  
Edmonton, AB T5J 0N7  
780-426-3636  
http://www.westin.com/edmonton

76  
**WESTIN**  
HOTELS & RESORTS

Huband, Brenda

Page Number  
Sw Guest Number  
Folio ID  
No. Of Guest  
Room Number

Invoice Nbr  
Arrive Date 10-27-2014 14:52  
Depart Date 10-28-2014 06:05  
Agent

Invoice

Date	Reference	Description	Charges	Credits
10-27-2014		Room Charge	\$174.00	
10-27-2014		GST	\$8.96	
10-27-2014		DMF	\$5.22	
10-27-2014		Tourism Levy	\$7.17	
10-28-2014		Mastercard		\$-195.35
		** Total	\$195.35	\$-195.35
		** Balance	\$0.00	

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food/Bev	Phone	Other	Total	Payment
10-27-2014	\$174.00	\$8.96	\$7.17	\$0.00	\$0.00	\$5.22	\$195.35	\$0.00
10-28-2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-195.35
Total	\$174.00	\$8.96	\$7.17	\$0.00	\$0.00	\$5.22	\$195.35	\$-195.35

Thank you for choosing Starwood Hotels We look forward to welcoming you back soon! Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)

Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)

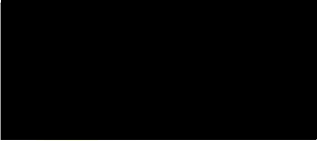
KIDS EAT WELL AT WESTIN - Discover kids' meals that are as delicious as they are nutritious with the Westin Eat Well Menu for Kids, developed with Superchefs(TM) to make kids and parents happy. Learn more at [westin.com/eatwell](http://westin.com/eatwell)

- TCC E Jim Stonehouse - Del Gordon  
VP Recruitment HR  
- Long Range Planning  
- K. Lee

Four Points By Sheraton Edmonton  
 Airport  
 403 11 Avenue  
 Nisku, AB T9E 7N2  
 780.770.9099  
 http://www.fourpointse Edmontonairport.co  
 m



Huband, Brenda



Page Number  
 Guest Number  
 Folio ID  
 No. Of Guest  
 Room Number



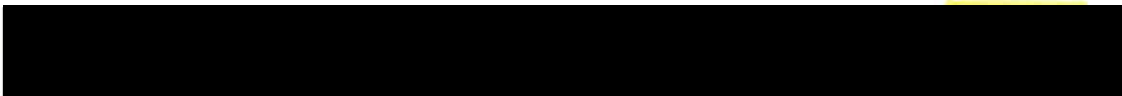
Arrive Date 10-28-2014 17:23  
 Depart Date 10-29-2014 07:05  
 Agent

Duplicate Invoice

Date	Reference	Description	Charges	Credits
10-28-2014		Room Charge	\$159.00	
10-28-2014		Room Tax	\$7.95	
10-28-2014		Occupancy/Hotel Tax	\$6.36	
10-29-2014		MasterCard/Euro		\$-173.31
		** Total	\$173.31	\$-173.31
		** Balance	\$0.00	

EXPENSE SUMMARY REPORT  
 Currency: CAD

Date	Room & Tax	Food & Bev	Telecom	Other	Total	Payment
10-28-2014	\$165.36	\$0.00	\$0.00	\$7.95	\$173.31	\$0.00
10-29-2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-173.31
Total	\$165.36	\$0.00	\$0.00	\$7.95	\$173.31	\$-173.31



Thank you for choosing Starwood Hotels We look forward to welcoming  
 you back soon! Tell us about your stay. [www.fourpoints.com/reviews](http://www.fourpoints.com/reviews)

Tell us about your stay. [www.fourpoints.com/reviews](http://www.fourpoints.com/reviews)

Tax ID Code: 827406745RT0001

8

- Ticket Commission
- Rent of storage in the office
- Long Range Planning
- In Leadership

**RECEIPT**  
**GST NO. R122556194**

TKT N [REDACTED]  
POF: [REDACTED]  
IN: 10/27/14 16:56  
OUT: 10/29/14 20:32  
PAID: \$ 81.90  
(GST INCLUDED)  
MASTERCARD  
[REDACTED]

YOU HAVE 15 MIN.  
TO EXIT

Calgary International Airport Parkade

9

\$390.86

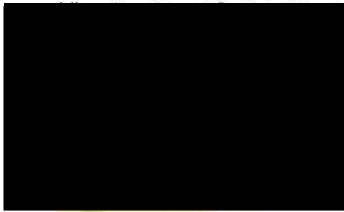
Kerry Pace

From: Brenda Huband  
Sent: November 05, 2014 6:54 AM  
To: Kerry Pace  
Subject: FW: Air Canada - 12-Nov: Calgary - Edmonton (booking [redacted] seat selected)

- ECG Update  
- CEC  
- base base  
- 2:1 CEC  
- Flight  
- base form  
- M&A Accountability

Brenda Huband

Operations Officer, Central & Southern Alberta



From: Air Canada [mailto:confirmation@aircanada.ca]  
Sent: November 5, 2014 6:53 AM  
To: Brenda Huband  
Subject: Air Canada - 12-Nov: Calgary - Edmonton (booking ref [redacted] - seat selected)

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

AIR CANADA

### Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.



Access your personalized Air Canada travel information



## Booking Information

Booking Reference: [REDACTED]

### Customer Care

Air Canada  
1-888-247-2262  
Flight Arrivals and  
Departures  
1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.

#### Main Contact:

Mrs Brenda Huband  
brenda.huband@albertahealthservices.ca  
Mobil [REDACTED]  
Work [REDACTED]

### Online Services

Manage my booking online (view/change my booking; select seats\*).

#### Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

Check-in online and print my boarding pass.

\* Can my booking be changed online?

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8130 <sup>1</sup>	Calgary (YYC) Wed 12-Nov 2014 06:00	Edmonton, Edmonton Int'l (YEG) Wed 12-Nov 2014 06:52	0	0hr52	DH3	Flex, W	
AC8169 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Thu 13-Nov 2014 17:00	Calgary (YYC) Thu 13-Nov 2014 17:52	0	0hr52	DH3	Flex, W	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

## Passenger Information

1: Mrs Brenda Huband : Adult (16+), Ticket Number [REDACTED]

Air Canada -  
Aeroplane:

Payment Card:

Seat Selection:

AC8130 9F, AC8169 12F

Meal Preference : None

Special Needs: None

## Purchase Summary

### Fare Summary

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Flex	132.00
Return Flight - Flex	142.00
Surcharges	24.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	60.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	18.61
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	<b>390.86</b>



Number of passengers	x 1
Total airfare, taxes and options	<b>390.86</b>
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$390.86</b>

### Payment Information

Credit/Debit Card [REDACTED] Amount paid: **\$390.86**  
 The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$390.86 (Airfare - per ticket)

Ticket number [REDACTED]

## enRoute City Guide

# Edmonton

Sitting on the 53rd parallel, Edmonton is the most northern city in the Americas with a population of over one million. Though it does feel northerly, it doesn't feel particularly crowded, maybe because it straddles the North Saskatchewan River to create the largest urban green space in North America...

[▶ Read the complete guide](#)

### Fare Rules

**Departing Flight** Calgary (YYC) To Edmonton (YEG) - **Flex**

**Return Flight** Edmonton (YEG) To Calgary (YYC) - **Flex**

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
  - **Same-day standby** is available **only** to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable** and **non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
  - Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a new ticket, Air Canada will cancel your ticket and provide

10

HAC

PLACE FACE UP ON DASH\*  
Impark Lot 154  
Expiration Date/Time  
EXP 06:00AM  
NOV 09, 2014

Purchase Date/Time: 07:46am Nov 08, 2014  
Total Parking: \$9.52  
Total gst: \$0.46  
Total Due: \$10.00  
Rate: \$10 - All Day  
Payment Type: Card

[Redacted]

[Redacted]

Setting: Lot 154  
Mach Name: Meter 1  
GST #687315630RT0001  
NO IN AND OUT PRIVILEGES

\*RECEIPT  
Impark Lot 154

Expiration Date/Time: 06:00am Nov 09, 2014  
Purchase Date/Time: 07:46am Nov 08, 2014 ✓

Total Parking: \$9.52  
Total gst: \$0.46  
Total Due: \$10.00  
Total Paid: \$10.00  
Rate: \$10 - All Day  
Payment Type: Card  
MasterCard

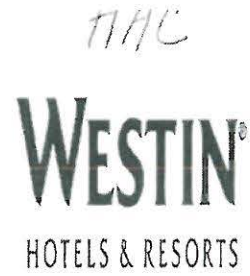
[Redacted]

Mach Name: Meter 1

NO RECEIPT  
PARKING RECEIPT  
KINGS RECEIPT  
PARKING RECEIPT  
PA

The Westin Edmonton  
 10135 100 St  
 Edmonton, AB T5J 0N7  
 780-426-3636  
 http://www.westin.com/edmonton

①



Huband, Brenda  
 [Redacted]  
 [Redacted]  
 [Redacted]  
 [Redacted]  
 [Redacted]

Page Number  
 Guest Number  
 Folio ID  
 No. Of Guest  
 Room Number

[Redacted]  
 [Redacted]  
 [Redacted]  
 [Redacted]  
 [Redacted]

Invoice

Invoice Nbr [Redacted]  
 Arrive Date 11-07-2014 19:30  
 Depart Date 11-08-2014 07:15  
 Agent [Redacted]

Date	Reference	Description	Charges	Credits
11-07-2014	[Redacted]	Room Charge	\$149.00	
11-07-2014	[Redacted]	GST	\$7.67	
11-07-2014	[Redacted]	DMF	\$4.47	
11-07-2014	[Redacted]	Tourism Levy	\$6.14	
11-08-2014	[Redacted]	Mastercard		\$-167.28
		** Total	\$167.28	\$-167.28
		** Balance	\$-0.00	

EXPENSE SUMMARY REPORT  
 Currency: CAD

Date	Room	GST	Tour Levy	Food\Rev	Phone	Other	Total	Payment
11-07-2014	\$149.00	\$7.67	\$6.14	\$0.00	\$0.00	\$4.47	\$167.28	\$0.00
11-08-2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-167.28
Total	\$149.00	\$7.67	\$6.14	\$0.00	\$0.00	\$4.47	\$167.28	\$-167.28

[Redacted]  
 [Redacted]  
 [Redacted]

Thank you for choosing Starwood Hotels We look forward to welcoming you back soon! Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)

Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)

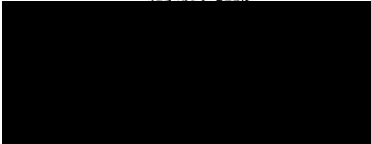
STAY LONGER - Enjoy more time to explore your destination with the benefits of Westin Weekend, from extended breakfast hours to late Sunday checkouts. Book your next Westin Weekend at [westin.com/weekend](http://westin.com/weekend)

1a

YEG to Western

BRENDA HUBARD  
Oct. 06/2016.  
AD7 Western

PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-443-5888



APPROVED

AMOUNT CAD\$72.00



Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
GST #62184769

Date: 2014/11/10 Time: 09:19:05



\*\*\*CUSTOMER COPY\*\*\*

13

*YEG to Westin  
Shahamat Wajji  
in some date*

BRENDA + SALIMAH HUBAND

Oct 13 | 2016

Apt Westin

PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5000

Term  
Item  
N/C  
Op  
Card

APPROVED

AMOUNT CAD\$72.00

[Redacted]

Back on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
GST B62184769

[Redacted]

\*\*\*CUSTOMER COPY\*\*\*

14

YK6- to Weston

BRENDA HUBAND.

Oct 20/2016

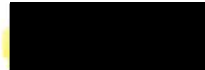
Ap7 westin

PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5000



APPROVED

AMOUNT CAD\$72.00



Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
GST 862184759



\*\*\*CUSTOMER COPY\*\*\*

15

Delta Edm South Hotel  
to JEG

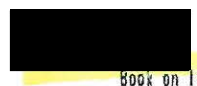
BRENDA HUBAND.  
Oct. 24/2014.  
Delta South 7 Ap

PRESTIGE TRANSPORTATION  
18135 31 Avenue NW  
Edmonton AB T6N-1C2  
780-463-5888



APPROVED

AMOUNT CAD\$72.00



Book on line at  
EDMPRESTIGE.COM  
Thank you for being our guest  
GST B62184769



\*\*\*CUSTOMER COPY\*\*\*

16

BRENDA HUBAND.

Oct. 27 / 2014.

Ap7 Westin

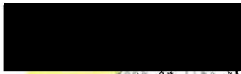
PRESTIGE TRANSPORTATION  
10135 31 Avenue NW  
Edmonton AB T6H-1C2  
780-463-5888

y EG to Westin



APPROVED

AMOUNT CAD\$72.00



BOOK ON LINE AT  
EDMPRESTIGE.COM  
Thank you for being our guest  
661 662184769



\*\*\*CUSTOMER COPY\*\*\*



(17)

\$65.10

(512.60  
452.60)

Kerry Pace

From: Brenda Huband  
 Sent: November 12, 2014 7:50 AM  
 To: Kerry Pace  
 Subject: Fw: Air Canada - 12-Nov: Calgary - Edmonton (booking r [redacted] booking modified)

*Changed feta to return to YYC*

From: Air Canada [mailto:confirmation@aircanada.ca]  
 Sent: Wednesday, November 12, 2014 07:48 AM Mountain Standard Time  
 To: Brenda Huband  
 Subject: Air Canada - 12-Nov: Calgary - Edmonton (booking r [redacted] booking modified)

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

AIR CANADA 

### Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.



Access your personalized Air Canada travel information

[View your travel planner >](#)

### Booking Information

Booking Reference: [redacted]

**Customer Care**  
 Air Canada  
 1-888-247-2262  
**Flight Arrivals and Departures**  
 1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.

**Main Contact:**  
 Mrs Brenda Huband  
 brenda.huband@albertahealthservices.ca

#### Online Services

- [Manage](#) my booking online (view/change my booking; select seats\*).
- [Select Seats](#)
- [Maple Leaf Lounge | Meal Vouchers | On My Way](#)
- [Alert me](#) of flight status changes directly to my mobile phone or email.
- [Flight Arrivals & Departures](#) - check online if my flight is on time.
- [Check-in online](#) and print my boarding pass.

\* Can my booking be changed online?

### Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8130 <sup>1</sup>	Calgary (YYC) Wed 12-Nov 2014 06:00	Edmonton, Edmonton Int'l (YEG) Wed 12-Nov 2014 06:52	0	0hr52	DH3	Flex, W	
AC8161 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Wed 12-Nov 2014 18:30	Calgary (YYC) Wed 12-Nov 2014 19:22	0	0hr52	DH3	Flex, V	

Operated by:  
<sup>1</sup> Air Canada Express - Jazz

### Passenger Information

**1: Mrs Brenda Huband : Adult (16+), Ticket Number** [REDACTED]  
Air Canada - [REDACTED] Meal Preference : **Regular**  
Aeroplan : [REDACTED] Special Needs : **None**  
Payment Card: [REDACTED]  
Seat Selection: **AC8130 9F , AC8161 9F**

### Additional charges and/or refund summary

	Additional charges
	Adult
Passenger Type	
<b>Air Transportation Charges</b>	<b>12.00</b>
Airfare (includes Surcharges)	
<b>Taxes, Fees and Charges</b>	<b>0.60</b>
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	<b>12.60</b>
Total Additional Fare	
<b>Extra Charges (Change Fee)</b>	<b>50.00</b>
Change Fee	2.50
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	<b>52.50</b>
Total Extra Charge (Change Fee)	x 1
Number of passengers	<b>65.10</b>
Total airfare, taxes and options	<b>\$65.10</b>
<b>Grand Total - Canadian dollars</b>	

### Payment Information

**Credit/Debit Card** [REDACTED] Amount paid: **\$65.10**  
The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$12.60 (Airfare)  
Air Canada: \$52.50 (Change Fee per ticket)

Ticket number [REDACTED]

### enRoute City Guide

## Edmonton

(18)



Exec Comm  
\$105<sup>00</sup>

# Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.  
Please bring your itinerary-receipt to the airport.

## Main Contact Information

Booking reference [REDACTED]

Name: Mrs Brenda Huband  
E-mail: KERRY.PACE@ALBERTAHEALTHSERVICES.CA  
Form of payment: [REDACTED]

**Customer Care**  
**Air Canada Reservations**  
 1-888-247-2262  
**Air Canada Flight Information**  
 1-888-422-7533

[International Reservations](#)  
 Alert me of flight changes  
[Flight notification](#)

## Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC8130	Calgary (YYC)	Edmonton International (YEG)	DH3	Q	Confirmed
<i>Operated by:</i>	Fri 14-Nov 2014	Fri 14-Nov 2014			
<i>Air Canada Express-Jazz</i>	06:00	06:52			
Seat number(s) requested:	11F				
AC8153	Edmonton International (YEG)	Calgary (YYC)	DH4	Q	Confirmed
<i>Operated by:</i>	Fri 14-Nov 2014	Fri 14-Nov 2014			
<i>Air Canada Express-Jazz</i>	18:00	18:50			
Seat number(s) requested:	12F				

## Passenger Information

Name: **Mrs Brenda Huband** Passenger 1  
 Frequent Flyer Pgm: Air Canada Aeroplan  
 Ticket number: [REDACTED]  
 Program number: [REDACTED]

**Purchase Summary**

<b>Passenger: 1 Ticket number</b> [REDACTED]	
<b>Date of Issue</b>	12-Nov 2014
<b>Fare Amount in Canadian dollars:</b> <i>(including navigational &amp; other charges)</i>	354.00
<b>Taxes, Fees &amp; Charges</b>	
Canada Airport Improvement Fee (SQ)	5.00
<b>Total Fare in Canadian dollars:</b>	5.00A
<b>Options</b>	
Change fee in Canadian dollars	100.00
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	5.00
<b>Ticket particularities:</b> AC ONLY/NON-REF/CHGE FEE	

*\*Fare calculation:*  
 14NOV14YYC AC YEA Q12.00R165.00AC YYC Q12.00R165.00CAD354.00  
 END ROE1.00 PD14.25CA21.41XG55.00SQ  
*Canadian tax registration numbers:*  
 XG Canada Goods and Service Tax (GST) #10009-2287  
 RC Canada Harmonized Sales Tax (HST) #10009-2287  
 XQ Quebec Sales Tax (QST) #1000-043-172

**Fare Rules Summary**

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

**Important Information & Conditions**

Please review this itinerary/receipt and should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

**Before You Go: A 'To-Do' List**

All passengers are advised to view the [Travel documentation](#) and [US Secure Flight Program](#) US Secure Flight Program for important information on documents and identification required for travel.

**Travel Insurance**

Canadian Residents - RBC Travel Insurance Company offers Canadian travellers an easy way to purchase travel insurance. Whether

19

- Exec Comm.
- CZ / Cancer Control
- AHE / Unions Update

Parking JYC

RECEIPT  
GST NO. R122556194

TKT [REDACTED]  
POF [REDACTED]  
IN: 11/12/14 8:57  
OUT: 11/12/14 19:32  
PAID: \$ 27.30  
(GST INCLUDED)  
MASTERCARD

YOU HAVE 15 MIN.  
TO EXIT

Calgary International Airport Parkade

*E2D*

*\$403.46*

Your booking is confirmed. Booking reference: [REDACTED]

An email booking confirmation has been sent to: [brenda.huband@albertahealthservices.ca](mailto:brenda.huband@albertahealthservices.ca).  
Use your booking reference to retrieve your official Itinerary/Receipt at [aircanada.com](http://aircanada.com).

Passengers Mrs Brenda Huband

Flight	From	To	Departure	Arrival
AC8369	Calgary (YYC)	Edmonton (YEG)	20:55 Mon 17-Nov 2014	21:47 Mon 17-Nov 2014
AC8171	Edmonton (YEG)	Calgary (YYC)	20:00 Tue 18-Nov 2014	20:52 Tue 18-Nov 2014

Airfare	310.00
Options	0.00
Taxes, fees and charges	93.46
Travel Insurance	Purchase travel insurance
<b>Grand Total</b>	<b>\$403.46</b>
Canadian dollars	

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.



*- ICS Training*  
*- Bdgk. Fee*  
*- North South Dry H.*  
*- Mlg's Consulting*  
*Contract*

Booking Information

Booking Reference: [REDACTED]  
Electronic Ticketing confirmed. This is your official itinerary/receipt.  
Main Contact:  
Mrs. Brenda Huband  
[REDACTED]@albertahealthservices.ca

Customer Care  
Air Canada  
1-888-247-2262  
Flight Arrivals and Departures  
1-888-422-7533

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8369	Calgary (YYC) Mon 17-Nov 2014 20:55	Edmonton, Edmonton Int'l (YEG) Mon 17-Nov 2014 21:47	0	0hr52	DH3	Flex, V	
AC8171	Edmonton, Edmonton Int'l (YEG) Tue 18-Nov 2014 20:00	Calgary (YYC) Tue 18-Nov 2014 20:52	0	0hr52	DH3	Flex, W	

Operated by:  
Air Canada Express - Jazz

Passenger Information

1: Mrs Brenda Huband : Adult (16+), Ticket Number [REDACTED]  
Air Canada - Meal Preference: None  
Aeroplane: [REDACTED]  
Payment Card: [REDACTED] Special Needs: None  
Seat Selection: [REDACTED]

Purchase Summary

Fare Summary	Adult
Passenger Type	
<b>Air Transportation Charges</b>	
Departing Flight - Flex	154.00
Return Flight - Flex	132.00
Surcharges	24.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	60.00

Air Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	19.21
Travellers Security Charge (ATSC)	14.25
<b>Total airfare and taxes before options (per passenger)</b>	<b>403.46</b>
Number of passengers	x 1
<b>Total airfare, taxes and options</b>	<b>403.46</b>
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$403.46</b>

**Grand Total** **1 adult**  
 Total including travel options, taxes, fees and charges **\$403.46 CAD**

**Fare Rules**

**Departing Flight** Calgary (YYC) To Edmonton (YEG) - Flex

**Return Flight** Edmonton (YEG) To Calgary (YYC) - Flex

● **Changes:**

- Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
- **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
- **Same-day standby** is available **only** to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
- Flights can only be used in sequence from the place of departure specified on the itinerary.

● **Cancellations:**

- Tickets are **non-refundable** and **non-transferable**.
- **Cancellations** can be made up to 45 minutes prior to departure.
- Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
- Customers who **no-show** their flight will forfeit the fare paid.

- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.

- Up to 24 hours after the purchase of a **new ticket**, Air Canada will cancel your ticket and provide a full refund without penalty.

- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)

- Read complete fare rules applicable to this fare.

 **Fly Carbon Neutral.** Offset your portion of this flight's CO<sub>2</sub> emissions.  
[Offset now](#) | [Learn more](#)

21

- AHS / Unions Ebola Update
- CZ + Cancer Control
- Exec Comm

Nov 14/14

**RECEIPT**  
**GST NO. R122556194**



IN: 11/14/14 04:36  
OUT: 11/14/14 19:13  
PAID: \$ 27.33  
(GST INCLUDED)  
NICTE 06130



YOU HAVE 15 MIN.  
TO EXIT

Calgary International Airport Parkade



$\$330.85 + \$52.50 = \$385.35$

Kerry Pace

From: Brenda Huband  
Sent: November 17, 2014 6:52 AM  
To: Kerry Pace  
Subject: FW: Air Canada - 17-Nov: Calgary - Edmonton (booking ref [redacted] booking modified)

22

① Changed flt to later time to represent CEO at CMT event

② Had to pay for tickets as no seats available on flt

Brenda Huband  
Vice President & Chief Health Operations Officer, Central & Southern Alberta



From: Air Canada [mailto:confirmation@aircanada.ca]  
Sent: November 17, 2014 6:52 AM  
To: Brenda Huband  
Subject: Air Canada - 17-Nov: Calgary - Edmonton (booking [redacted] booking modified)

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

AIR CANADA

### Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.



Access your personalized Air Canada travel information

[View your travel planner >](#)

**Booking Information**

Booking Reference: [REDACTED]

**Customer Care**  
**Air Canada**  
 1-888-247-2262  
**Flight Arrivals and Departures**  
 1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.

**Main Contact:**

Mrs Brenda Huband  
 brenda.huband@albertahealthservices.ca  
 Mobile: [REDACTED]  
 Work: [REDACTED]

**Online Services**

**Manage** my booking online (view/change my booking; select seats\*).

**Select Seats**

**Maple Leaf Lounge | Meal Vouchers | On My Way**

**Alert me** of flight status changes directly to my mobile phone or email.

**Flight Arrivals & Departures** - check online if my flight is on time.

**Check-in online** and print my boarding pass.

\* Can my booking be changed online?

**Flight Itinerary**

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8162 <sup>1</sup>	Calgary (YYC) Mon 17-Nov 2014 22:15	Edmonton, Edmonton Int'l (YEG) Mon 17-Nov 2014 23:07	0	0hr52	DH3	Latitude, Y	
AC8171 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Tue 18-Nov 2014 20:00	Calgary (YYC) Tue 18-Nov 2014 20:52	0	0hr52	DH3	Flex, W	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

**Passenger Information**

1: Mrs Brenda Huband : Adult (16+)

Air Canada - Aeroplan :

Meal Preference : **Regular**

Payment Card:

Special Needs: **None**

Seat Selection: AC8162 **10F (Preferred)** , AC8171 **11F**

**Additional charges and/or refund summary**

	Additional charges
Passenger Type	Adult
<b>Air Transportation Charges</b>	
Airfare (includes Surcharges)	<b>317.00</b>
<b>Taxes, Fees and Charges</b>	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	15.85
Total Additional Fare	<b>332.85</b>

<b>Extra Charges (Change Fee)</b>	
Change Fee	50.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	2.50
<b>Total Extra Charge (Change Fee)</b>	<b>52.50</b>
Number of passengers	x 1
<b>Total airfare, taxes and options</b>	<b>385.35</b>
<b>Grand Total - Canadian dollars</b>	<b>\$385.35</b>

**Payment Info** [REDACTED] nt paid: **\$385.35**  
**Credit/Debit** [REDACTED]

The following charges (tax inclusive) will appear on your credit or debit card statement:

- Air Canada: \$332.85 (Airfare)
- Air Canada: \$52.50 (Change Fee per ticket)

Ticket number [REDACTED]

## enRoute City Guide

### Edmonton

Sitting on the 53rd parallel, Edmonton is the most northern city in the Americas with a population of over one million. Though it does feel northerly, it doesn't feel particularly crowded, maybe because it straddles the North Saskatchewan River to create the largest urban green space in North America...

[▶ Read the complete guide](#)

## Fare Rules

**Departing Flight** Calgary (YYC) To Edmonton (YEG) - **Latitude**

- **Changes:**
  - Changes are permitted and a change fee does not apply.
  - Your total ticket price may increase if changes are made and the original fare you booked is no longer available, or if you call Air Canada Reservations, who may not have access to the original fare. Advance purchase may apply.
  - Lower Latitude fares may be available only at aircanada.com for selected flights and dates. **Any changes not completed on aircanada.com may result in a higher Latitude fare** than would otherwise be available.
  - **Same-day standby** is permitted at no charge.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **fully refundable and non-transferable**.
  - **Partially used** tickets may be submitted for a refund assessment. The refund will be calculated as follows: actual fare paid minus the value of the portion of the journey that has been flown.
  - **Cancellations** can be made up to 45 minutes prior to departure.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Within Continental North America, a complimentary snack selection will be offered on most short haul flights between 1.5 and 2 hours (does not apply to Air Canada Express flights operated by Jazz; and a complimentary snack and sandwich selection will be offered on most flights of more than 2 hours (sandwich selection is not offered on Air Canada Express flights operated by Jazz).

1033-01

*Accelerating Primary Care Conf*

Kerry Pace

From: Brenda Huband  
Sent: November 17, 2014 9:08 AM  
To: Kerry Pace  
Subject: FW: Air Canada - 23-Nov: Calgary - Edmonton (booking re [redacted] selected)

23

Brenda Huband  
Vice President & Chief Health Operations Officer, Central & Southern Alberta



From: Air Canada [mailto:confirmation@aircanada.ca]  
Sent: November 17, 2014 9:05  
To: Brenda Huband  
Subject: Air Canada - 23-Nov: Calgary - Edmonton (bo [redacted] seat selected)

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

AIR CANADA

### Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada check in kiosk.



Access your personalized Air Canada travel information

[View your travel planner >](#)

## Booking Information

Booking Reference: [REDACTED]

### Customer Care

Air Canada  
1-888-247-2262  
Flight Arrivals and  
Departures  
1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.

#### Main Contact:

Mrs Brenda Huband  
brenda.huband@albertahealthservices.ca  
Mobil [REDACTED]  
Work [REDACTED]

### Online Services

[Manage](#) my booking online (view/change my booking; select seats\*).

#### Select Seats

[Maple Leaf Lounge](#) | [Meal Vouchers](#) | [On My Way](#)

[Alert me](#) of flight status changes directly to my mobile phone or email.

[Flight Arrivals & Departures](#) - check online if my flight is on time.

[Check-in online](#) and print my boarding pass.

\* Can my booking be changed online?

## Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8164 <sup>1</sup>	Calgary (YYC) Sun 23-Nov 2014 19:30	Edmonton, Edmonton Int'l (YEG) Sun 23-Nov 2014 20:22	0	0hr52	DH3	Flex, W	
AC8153 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Tue 25-Nov 2014 18:00	Calgary (YYC) Tue 25-Nov 2014 18:50	0	0hr50	DH4	Flex, W	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

## Passenger Information

1: Mrs Brenda Huband : Adult (16+), Ticket Number [REDACTED]

Air Canada -  
Aeroplan :

Meal Preference : **None**

Payment Card:

Special Needs: **None**

Seat Selection: AC8164 9F, AC8153 12F

## Purchase Summary

### Fare Summary

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Flex	142.00
Return Flight - Flex	132.00
Surcharges	24.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	60.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	18.61
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	390.86

Number of passengers	x 1
Total airfare, taxes and options	<b>390.86</b>
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$390.86</b>

**Payment Information**

Credit/Debit Card [redacted] Amount paid: **\$390.86**

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$390.86 (Airfare - per ticket)

Ticket number [redacted]

**enRoute City Guide**

**Edmonton**

Sitting on the 53rd parallel, Edmonton is the most northern city in the Americas with a population of over one million. Though it does feel northerly, it doesn't feel particularly crowded, maybe because it straddles the North Saskatchewan River to create the largest urban green space in North America...

[▶ Read the complete guide](#)

**Fare Rules**

**Departing Flight** Calgary (YYC) To Edmonton (YEG) - **Flex**

**Return Flight** Edmonton (YEG) To Calgary (YYC) - **Flex**

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
  - **Same-day standby** is available **only** to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable** and **non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
  - Customers who **no-show** their flight will forfeit the fare paid.
- **Complimentary advance standard seat selection** on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a new ticket, Air Canada will cancel your ticket and provide

24

[REDACTED] HUBAND/BRENDA/MS 195.00 11/18/14 06:36 [REDACTED]  
Name Rate Depart Time  
GK [REDACTED] 11/17/14 23:52 [REDACTED]  
Arrive Time

RWD#:

DATE	REFERENCE	CHARGES	CREDITS	BALANCE DUE
11/17	ROOM	409, 1	195.00	
11/17	GST ROOM	409, 1	9.75	
11/17	TRSM LEV	409, 1	7.80	
11/17	DMF	409, 1	5.85	
11/17	GST DMF	409, 1	.29	
11/17	TL DMF	409, 1	.23	
11/18	CCARD-MC		218.92	
PAYMENT RECEIVED BY: MASTERCARD [REDACTED]				.00

AS REQUESTED, A FINAL COPY OF YOUR BILL WILL BE EMAILED TO:  
BRENDA.HUBAND@ALBERTAHEALTHSERVICES.CA  
SEE "INTERNET PRIVACY STATEMENT" ON MARRIOTT.COM

- Edgt Mtg
- Exec Comm
- ICS Training
- Pt Flow
- North/South Dyad
- Christine Robitune

