

AHS Board and Executive Expense Report

Name Colleen Turner
Title VP Community Engagement & Communications
Location Edmonton
 Expenses submitted during the month of January 2017

MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Travel (1)										
Jan-17	P-Card	Meetings			190	165	355		179	
Jan-17	Expense Claim	Meetings		163		122	285			
Jan-17	Direct Billing	Meetings	378				378			
Total			\$ 378	\$ 163	\$ 190	\$ 287	\$ 1,018	\$ -	\$ 179	\$ -

Total for the Month \$ 1,197

Maximum daily single meal expense claimed in the month \$ 24
 Maximum daily base hotel rate claimed in the month \$ 169
 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.

5) Remuneration, Allowances Reported in the Financial Statements

Car allowance, honoraria, meeting fees, and any other employment benefits reported in the annual financial statements are excluded from this report.

AHS Public Disclosure P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
TURNER, COLLEEN	VP Community Engagement & Communications	Calgary	\$ 534.16

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
1/16/2017	Attend Meetings	AB - Other Zones	Taxi	\$ 60.00			Attend ELT meeting on Jan. 17	1			
1/17/2017	Attend Meetings	AB - Other Zones	Taxi	\$ 60.00			Jan. 17 ELT Meeting	1			
1/17/2017	Taxi from Hotel to SSP re ELT meeting	AB - Other Zones	Taxi	\$ 16.00			Taxi from Hotel to SSP to attend ELT	1			
1/17/2017	Parking at Calgary Airport	AB - Other Zones	Parking - Lot or Parkade	\$ 29.35			Parking at Calgary Airport	1			
1/18/2017	Overnight in Edmonton - attend ELT	AB - Other Zones	Accommodations	\$ 189.73			Overnight in Edmonton the night of Jan 16 - Attend ELT on the 17th.	1			
1/20/2017	Meeting with Chair and Vice Chair of the Old Man River HAC	AB - Other Zones	Hospitality	\$ 179.08			Meeting with Chair and Vice Chair of the Old Man River Health Advisory Council in Lethbridge.	1	8	List of attendees kept on file	

Approver(s) for the claim	Approval Status	Approval Date
YIU, VERNA	Approve	2-Feb-17

DIAMOND SEDAN AND TAXI
2628 43 ST
EDMONTON, AB T6L 5G1

Merchant ID: 000000004838663
Term ID: 08120891
82380190017

Purchase

MasterCard

AID: [REDACTED]

Entry Method: Chip

Batch#: [REDACTED]

01/16/17

20:56:55

Ref#: [REDACTED]

Inv #: [REDACTED]

Appr Code: [REDACTED]

Amount:	\$	55.00
Tip:	\$	5.00
Total:	\$	<u>60.00</u>

Customer Copy

RECEIPT
GST NO. R122556194

4

EXIT No. A1
IN: 01/16/17 18:36
OUT: 01/17/17 18:17
DURATION: 0 23: 41
PAID: \$ 29.35
(GST INCLUDED)
MASTERCARD

REF. [REDACTED]

THANK YOU FOR
YOUR VISIT

00 FLYYC

YYC CALGARY INTERNATIONAL AIRPORT

5

DIAMOND SEDAN AND TAXI
2628 43 ST
EDMONTON, AB T6L 5G1

Merchant ID: 000000004838663
Term ID: 08120891
82380190017

Purchase

MasterCard

AID: [REDACTED]

Entry Method: Chip

Batch#: [REDACTED]

01/17/17

08:07:53

Ref#: [REDACTED]

Inv #: [REDACTED]

Appr Code: [REDACTED]

Amount:	\$	12.00
Tip:	\$	4.00
Total:	\$	<u>16.00</u>

Customer Copy

#2

DIAMOND SEDAN AND TAXI
2628 43 ST
EDMONTON, AB T6L 5G1

Merchant ID: 000000004838663
Term ID: 08128889
82380190017

Purchase

MasterCard

[REDACTED]

AID: [REDACTED]

Entry Method: Chip

Batch#: [REDACTED]

01/17/17

15:41:22

Ref#: [REDACTED]

Inv #: [REDACTED] Appr Code: [REDACTED]

Amount: \$ 55.00


\$ 5.00

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Total: \$ 60.00

Ms. Colleen Turner




Room Number: 
 Arrival Date: 01-16-17
 Departure Date: 01-17-17
 Page No: 1 of 1

INFORMATION INVOICE

Folio No: 

01-27-17

Date	Description	Charges	Credits
01-16-17	Room	169.00	
01-16-17	Destination Marketing Fee - 3%	5.07	
01-16-17	Tourism Levy - 4%	6.96	
01-16-17	Room GST - 5%	8.70	
01-17-17	Mastercard 		189.73
Total		189.73	189.73
Balance		0.00	

Signature: _____

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #105631154 RT 0009

6

IBER.PRT

Firestone Restaurant and Bar
532 Mayor Magrath Drive
Lethbridge, Alberta

Server: [REDACTED] 01/20/2017
Table 971 12:09 PM
Guests: 1 40003

COFFEE (2 @3.75)	7.50
TEA	3.50
SOFT DRINK	3.95
VIRGIN CAESAR	4.25
TOMATO & BASIL FLATBREAD	14.45
FARMERS MARKET SALAD	7.45
1/2 SEASONAL VEGETABLE	3.50
CHICKEN BREAST	4.95
CHICKEN FINGERS	14.95
CALIFORNIA ROLL	9.50
VIETNAMESE SUMMER ROLLS	11.45
CUP CLAM CHOWDER SOUP	4.95
THAI KAI SALAD	15.95
ASIAN BOWL (2 @15.25)	30.50
SOUP & SANDWICH	11.45

Subtotal	148.30
Tax	7.42

Total 155.72

MAN MASTER	\$155.72
Gratuity	23.36
Total	179.08

Hope to see you again soon!
Please pay your server.
Saturday and Sunday Brunch 9 am until 2pm
Let us know of your experience at
www.firestonerestaurant.ca
GST #89320 8827 RT0001

--- Check Closed ---

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
TURNER, COLLEEN	VP Community Engagement & Communications	Calgary	\$ 284.58								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
12/6/2016	Attend ELT Meeting		Mileage-Other	\$ 15.51	Southport	Calgary Airport	Drive to Calgary Airport to attend ELT meeting	1			33
12/6/2016	ELT meeting in Edmonton	AB - Other Zones	Meals Per Diem	\$ 47.50			All day meeting in Edmonton for ELT, stayed overnight for Finance meeting with AHS Board on the next day Bfast \$10.50 Lunch \$13.00 Dinner \$24.00	1			
12/7/2016	Finance meeting with AHS Board	AB - Other Zones	Meals Per Diem	\$ 23.50			Finance meeting with AHS Board in Edmonton Bfast \$10.50 Lunch \$13.00	1			
12/7/2016	Attend AHS Board mtg		Mileage-Other	\$ 15.51	Calgary Airport	Southport	Attend AHS Board re Finance meeting on Dec. 7, 2016	1			33
12/13/2016	Attend Council of Chairs, and meeting with Fdn CEOs		Mileage-Other	\$ 15.51	Southport	Calgary Airport	Attend Council of Chairs meeting on Dec. 14 DT Edmonton. And meeting with Fdn CEOs.	1			33
12/14/2016	Council of Chairs, Foundations CEO meeting	AB - Other Zones	Meals Per Diem	\$ 34.50			Stayed in Edmonton for meetings all day and stayed overnight at Metterra. Lunch was provided for another meeting. Bfast \$10.50 Dinner \$24.00	1			

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
TURNER, COLLEEN	VP Community Engagement & Communications	Calgary	\$ 284.58								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
12/15/2016	Calgary/Central zone Long Range planning	AB - Other Zones	Meals Per Diem	\$ 23.50			Calgary/Central zone Long Range planning in Edmonton. Flight home was scheduled for the afternoon. Bfast \$10.50 Lunch \$13.00	1			
12/15/2016	LRP meeting Dec. 15		Mileage-Other	\$ 15.51	Calgary Airport	Southport	Dec. 15 meet with Minister of Health re LRP meeting	1			33
12/14/2016	Meeting with the Urban Foundation	AB - Other Zones	Taxi	\$ 11.20			Meeting with the Urban Foundation. From Kaye Clinic to Hotel	1			
1/10/2017	Parking at Southprt Tower	AB - Other Zones	Parking - Lot or Parkade	\$ 15.00			Colleen pays monthly for parking at Southport, however, on this day all regular parking spots were full and only pay parking was available.	1			
1/16/2017	Attend ELT Meeting		Mileage-Other	\$ 16.67	Southport	Calgary Airport	Attend ELT meeting	1			33
1/17/2017	Attend ELT Meeting		Mileage-Other	\$ 16.67	Calgary Airport	Southport	Attend ELT	1			33

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
TURNER, COLLEEN	VP Community Engagement & Communications	Calgary	\$ 284.58

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
1/17/2017	ELT meeting in Edmonton	AB - Other Zones	Meals Per Diem	\$ 23.50			ELT meeting in Edmonton all day. Flight home was scheduled for 5 p.m. Bfast \$10.50 Lunch \$13.00	1			
1/20/2017	CEO tour of Lethbridge	AB - Other Zones	Meals Per Diem	\$ 10.50			CEO tour in Lethbridge. Lunch was provided to them and they returned home by 6 p.m. Bfast \$10.50	1			

Approver(s) for the claim	Approval Status	Approval Date
YIU, VERNA	Approve	21-Feb-17

iExpense - C

RECEIPT
Southland Park IV
Southport Tower

iExpense

(780) 425-2525
www.co-optaxi.com

Terminal
Driver
16/12/14

14:42:24

VISA
Card :
VISA
CHIP CARD

Ref
Auth #

		PURCHASE
FARE	: \$	9.20
TIP	: \$	2.00

TOTAL	: \$	11.20

APPROVED - THANK YOU
(01-027)

IMPORTANT: Retain this
copy for your records

Customer Copy

Thank you for choosing
Co-op taxi

License Plate Number



Expiration Date/Time

10:49 AM
JAN 10, 2017

Purchase Date/Time: 10:49am Jan 09, 2017
Total Due: \$15.00 Rate: \$15.00 - 24 Hours
Total Paid: \$15.00 Payment Type: Card
Ticket #
S/N #:
Setting
Mach N

Visa

Auth

www.ahs.ca
DO NOT PLACE ON DASH

Expense Report Direct Bill Summary

#2

Purpose of This Form:

The purpose of this form is to report expenses incurred on behalf of a designated Executive or an AHS Board Member and paid for by a third party vendor. The information will be used for public disclosure reporting.

Expenses Paid Directly to Third Party Vendors:

AHS may have established accounts with certain vendors used to book travel and other expenses that are billed directly to AHS. Examples include but are not limited to hotels, travel agencies, car rental agencies, conferences, courses and expenses reimbursed from a petty cash fund. It is mandatory to include in monthly reports these expenses that pertain to each member. AHS is required to disclose expenses for all applicable receipts and back up must be attached.



Direct Bill Report

- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. accommodations, airline tickets, car rentals, hosting events and working sessions)
- Enter all expenses pertaining to professional development such as conferences and courses, etc.
- Enter all expenses paid by AHS not mentioned above.
- Copies of invoices and other relevant back up must be attached, approvals for hosting events/working sessions that exceeds \$600 must be provided.
- Information will be used for reporting purposes only.
- A personal cheque must be attached to cover expenses deemed ineligible.
- Indicate whether you have expenses to report in this section for this reporting period: YES

Name : Colleen Turner	Reporting Period for the Month of : Jan-17
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
01-20-2017	Direct Billing	Airline Ticket	Jan. 26 to 27, 2017 Attend the Private and Public Board meetings in Edmonton	Marlin Travel	378.26
	Direct Billing			Marlin Travel	
	Direct Billing			Marlin Travel	
	Direct Billing			Marlin Travel	
	Direct Billing			Marlin Travel	
Total Paid in the Month					\$ 378.26

#2



Invoice

ALBERTA HEALTH SERVICES
ALBERTA HEALTH SERVICES
10030 - 107 STREET
EDMONTON AB
T5J 3E4

Trip #: [REDACTED]
Booking Date: 20 Jan 17
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

PASSENGERS: MS COLLEEN TURNER

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket: [REDACTED]	303.30	0.00	\$0.00	74.96	0.00	378.26 CAD
Total:	303.30	0.00	0.00	74.96	0.00	378.26 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	01/20/2017	[REDACTED]	[REDACTED]	378.26 CAD
Total Payment:					378.26 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL EXECUTIVE MEETING

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 ***** **PLEASE REVIEW YOUR ITINERARY FOR ACCURACY**
PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----
---AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.

ALBERTA HEALTH SERVICES
ALBERTA HEALTH SERVICES
10030 - 107 STREET
EDMONTON AB
T5J 3E4

Trip #: [REDACTED]
Booking Date: 20 Jan 17
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
COLLEEN TURNER	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: COLLEEN TURNER

Booking Date: 20 Jan 17
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08138	CALGARY INTL 26 Jan 17 10:45AM		EDMONTON INTL 26 Jan 17 11:37AM	W/	
AIR CANADA	08149	EDMONTON INTL 27 Jan 17 1:35PM		CALGARY INTL 27 Jan 17 2:29PM	W/	