

## AHS Board and Executive Expense Report

**Name** Steve Rees  
**Title** Chief Program Officer, Capital Management  
**Location** Edmonton  
 Expenses submitted during the month of November 2018

| MMM-YY       | Source Document | Purpose  | Travel (1) |       |               |              |        | Total Travel | Professional Development (2) | Working Sessions Hosting and Hospitality (3) | Other (4) |
|--------------|-----------------|----------|------------|-------|---------------|--------------|--------|--------------|------------------------------|--|-----------|
|              |                 |          | Airfare    | Meals | Accommodation | Other Travel |        |              |                              |  |           |
| Nov-18       | P-Card          | Meetings |            |       | 292           | 116          | 408    |              |                              |  |           |
| Nov-18       | Expense Claim   | Meetings |            |       |               | 20           | 20     |              |                              |  |           |
| <b>Total</b> |                 |          | \$ -       | \$ -  | \$ 292        | \$ 136       | \$ 428 | \$ -         | \$ -                         | \$ -   |           |

**Total for the Month**      \$        428

Maximum daily single meal expense claimed in the month      \$        -  
 Maximum daily base hotel rate claimed in the month            \$        159  
 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 |               |                  |                  |  |           |                |                  |               |
|---------------------------|---|-------------------|---------------------|---------------|------------------|------------------|--|-----------|----------------|------------------|---------------|
| REES, STEPHEN P           | Chief Program Officer, Capital Management   | Edmonton          | \$ 408.29           |               |                  |                  |  |           |                |                  |               |
| Expense Date              | Business reason   | Expense Location  | Expense Type        | Amount        | From Location    | To Location      | Justification  | # of days | # of Attendees | Attendee Name(s) | Trip Distance |
| 10/30/2018                | Trip to Calgary to attend CapM Senior Leads Strategic Planning Session & AHS Senior Leaders Mtg     | AB - Local        | Accommodations      | \$ 178.51     |                  |                  | Hotel - Trip to Calgary to attend CapM Senior Leads Strategic Planning Session & AHS Senior Leaders Mtg - Oct 29-30/18 | 1         |                |                  |               |
| 11/5/2018                 | Trip to Lethbridge for CapM South Zone staff meetings & site tour                                   | AB - Local        | Taxi                | \$ 53.00      | SSP              | Edmonton Airport | Taxi – SSP to Edmonton Airport - Trip to Lethbridge for CapM South Zone staff meetings & site tour - Nov 5, 2018       | 1         |                |                  |               |
| 11/6/2018                 | Taxi - Edmonton Airport to Home - Trip to Lethbridge for CapM South Zone staff meetings & site tour | AB - Local        | Taxi                | \$ 63.25      | Edmonton Airport | Home             | Taxi - Edmonton Airport to Home - Trip to Lethbridge for CapM South Zone staff meetings & site tour - Nov 6, 2018      | 1         |                |                  |               |
| 11/6/2018                 | Trip to Lethbridge for CapM South Zone staff meetings & site tour                                   | AB - Local        | Accommodations      | \$ 113.53     |                  |                  | Hotel - Trip to Lethbridge for CapM South Zone staff meetings & site tour - Nov 5-6, 2018                              | 1         |                |                  |               |
| Approver(s) for the claim |   | Approval Status   |                     | Approval Date |                  |                  |  |           |                |                  |               |
| RHODES, DEBORAH           |   | Approve           |                     | 12-Dec-18     |                  |                  |  |           |                |                  |               |

(1) Hotel - Trip to Calgary to attend  
 CapM Senior Leads Strategic Planning  
 Session & AHS Senior Leaders Mtg -  
 Oct 29-30/18



Calgary Airport Marriott In-Terminal Hotel  
 2008 Airport Road NE Calgary, Alberta, Canada T2E 3B9  
 Telephone: (403) 717-0522 Fax: (587) 232-0600

Alberta Health Services  
 Stephen Rees

Room: [REDACTED]  
 Folio: [REDACTED]  
 Cashier: [REDACTED]  
 Arrival: 10-29-18  
 Departure: 10-30-18

Group: AB Health Services, [REDACTED]

| Date     | Description                  | Additional Information | Charges | Credits |
|----------|------------------------------|------------------------|---------|---------|
| 10-29-18 | Room Charge                  |                        | 159.00  |         |
| 10-29-18 | Rooms Destination Market Fee |                        | 4.77    |         |
| 10-29-18 | Rooms Tourism Levy           |                        | 6.55    |         |
| 10-29-18 | Room GST                     |                        | 8.19    |         |
| 10-30-18 | Master Card                  | [REDACTED]             |         | 178.51  |

| GST Summary              |             |
|--------------------------|-------------|
| Reg No: 741907497 RT0001 |             |
| Room                     | 8.19        |
| F&B                      | 0.00        |
| Other                    | 0.00        |
| <b>Total</b>             | <b>8.19</b> |

|             |        |        |
|-------------|--------|--------|
| Total       | 178.51 | 178.51 |
| Balance Due | 0.00   | CDN    |

Guest Signature: \_\_\_\_\_

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

*(2) Taxi – SSP to Edmonton Airport - Trip to Lethbridge for CapM South Zone staff meetings & site tour - Nov 5, 2018*

*(3) Taxi - Edmonton Airport to Home - Trip to Lethbridge for CapM South Zone staff meetings & site tour - Nov 6, 2018*

GREATER EDMONTON TAXI  
SERVICE  
10135 31 AVE NW  
EDMONTON AB

GREATER EDMON  
SERVICE  
10135 31 AVE NW  
EDMONTON AB

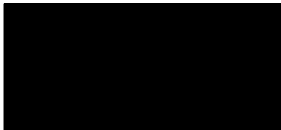
CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2018/11/05  
TIME 7740 15:31:53  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2018-11-06  
TIME 0361 21:58:30  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

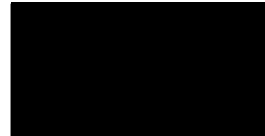
PURCHASE  
AMOUNT \$48.00  
TIP \$5.00  
TOTAL  
**\$53.00**

PURCHASE  
AMOUNT \$55.00  
TIP \$8.25  
TOTAL  
**\$63.25**

MasterCard



MasterCard



**APPROVED**

AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456  
BARREL TAXI 780.489.7777  
EDMTAXI.COM  
GST 100403070

**APPROVED**

AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456  
BARREL TAXI 780.489.7777  
EDMTAXI.COM  
GST 100403070



526 Mayor Magrath Drive South  
Lethbridge, AB T1J 3M2  
Phone: (403) 327-5701 FAX: (403) 327-5075

REES, STEPHEN

## Invoice

Invoice date 11/6/2018  
Invoice number [REDACTED]  
Our reference [REDACTED]  
GST Number GST # 848475554RP0001

| Guest                | REES, STEPHEN                  | Arrival | 11/5/2018 | Departure  | 11/6/2018      | Room | [REDACTED] |
|----------------------|--------------------------------|---------|-----------|------------|----------------|------|------------|
| Date                 | Description                    | Ref.    | Quantity  | Unit Price | Total (CAD)    |      |            |
| 11/5/2018            | Room Charge                    |         | 1         | 102.00     | 102.00         |      |            |
| 11/5/2018            | GST Taxes                      |         | 1         | 5.41       | 5.41           |      |            |
| 11/5/2018            | Levy Taxes                     |         | 1         | 4.08       | 4.08           |      |            |
| 11/5/2018            | Marketing Fee                  |         | 1         | 2.04       | 2.04           |      |            |
| <b>Total invoice</b> |                                |         |           |            | <b>113.53</b>  |      |            |
| 11/6/2018            | MC [REDACTED] Auth: [REDACTED] |         |           |            | -113.53        |      |            |
| <b>Total Paid</b>    |                                |         |           |            | <b>-113.53</b> |      |            |
| <b>Total Due</b>     |                                |         |           |            | <b>0.00</b>    |      |            |

Total GST 5.41

I agree that my liability for any charges incurred by me 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 of the full amount of these charges. Interest will be charged on an overdue balance.

Signature X \_\_\_\_\_

For reservations: [www.coasthotels.com](http://www.coasthotels.com) or 1-800-663-1144

## AHS Public Disclosure Expense Claims

| Claimant Name             | Claimant Title  | Claimant Location | Expense Claim Total |          |                    |             |   |           |                |                  |               |
|---------------------------|---|-------------------|---------------------|----------|--------------------|-------------|---|-----------|----------------|------------------|---------------|
| REES, STEPHEN P           | Chief Program Officer, Capital Management                         | Edmonton          | \$ 20.00            |          |                    |             |   |           |                |                  |               |
| Expense Date              | Business reason   | Expense Location  | Expense Type        | Amount   | From Location      | To Location | Justification   | # of days | # of Attendees | Attendee Name(s) | Trip Distance |
| 11/6/2018                 | Trip to Lethbridge for CapM South Zone staff meetings & site tour | AB - Local        | Taxi                | \$ 20.00 | Lethbridge Airport | Hotel       | Taxi - Lethbridge Airport to Hotel - Trip to Lethbridge for CapM South Zone staff meetings & site tour - Nov 6, 2018 - Had to pay cash as the credit card machine was not working | 1         |                |                  |               |
| Approver(s) for the claim |   | Approval Status   | Approval Date       |          |                    |             |   |           |                |                  |               |
| RHODES, DEBORAH           |   | Approve           | 12-Dec-18           |          |                    |             |   |           |                |                  |               |

*(5) Taxi - Lethbridge Airport to Hotel - Trip to Lethbridge for  
CapM South Zone staff meetings & site tour - Nov 5-6, 2018*

*Had to pay cash as the credit card machine was not working*

## **BENLEY TAXI**

Charge to: \_\_\_\_\_ Route: \_\_\_\_\_

Date: Nov 6, 2018 Time: 12:32 AM

From: Airport To: Cost Hotel

Driver: C. Wigg Amount: 20\$

Signature: \_\_\_\_\_