

## AHS Board and Executive Expense Report

**Name** Colleen Turner  
**Title** VP Community Engagement & Communications  
**Location** Edmonton  
 Expenses submitted during the month of January 2019

Travel (1)										
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Jan-19	P-Card	Meetings	858		379	548	1,785			35
Jan-19	Expense Claim	Meetings		95		67	162			
Jan-19	Direct Billing	Meetings	2,125				2,125			
<b>Total</b>			<u>\$ 2,983</u>	<u>\$ 95</u>	<u>\$ 379</u>	<u>\$ 615</u>	<u>\$ 4,072</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 35</u>

**Total for the Month**      \$      4,107

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	\$ 1,820.45								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
12/26/2018	Diamond Limo Invoice - Ground Transportation in Edmonton	AB - Local	Taxi	\$ 345.00	Various	Various	Taxi Charges - Meetings in Edmonton Dec 4/5 -Mtgs/Dr. Yiu & Mr. Dicerni Dec 10 - Snowflake Gala Dec 11 - AHS Board meeting Dec 17 - ELT meetings (Dec 18)	5			
1/4/2019	Travel to Edmonton ELT meetings Jan 7/8	MB	Airfare	\$ 409.76	AB - Local	AB - Local	Travel to Edmonton / Calgary return on Jan 7/8. Travel booked outside of Vision on short notice due to holiday season.	1			
1/4/2019	Airfare Travel to Edmonton	MB	Airfare	\$ 105.00	AB - Local	AB - Local	Travel to Edmonton on Jan 7. Charges pertain to change fees (change to flight time). Travel booked outside of Vision on short notice due to holiday season.	1			
1/4/2019	Travel to Edmonton ELT meetings Jan 7/8	MB	Airfare	\$ 13.65	AB - Local	AB - Local	Travel to Edmonton on Jan 7. Charges pertain to add't seat fees when change fee was implemented. Travel booked outside of Vision on short notice due to holiday season.	1			
1/4/2019	Travel to Edmonton ELT meetings Jan 7/8	MB	Airfare	\$ 11.55	AB - Local	AB - Local	Travel to Edmonton / Calgary return on Jan 7/8. Charges pertain to seat fees. Travel booked outside of Vision on short notice due to holiday season.	1			
1/7/2019	ELT Meetings in Edmonton Jan 7/8	AB - Local	Accommodations	\$ 189.73			Hotel - ELT meetings in Edmonton Jan 7/8.	1			
1/7/2019	Parking @ YYC Airport	AB - Local	Parking - Lot or Parkade	\$ 58.70			Parking at YYC - ELT meetings in Edmonton Jan 7/8.	2			

## AHS Public Disclosure P-Card

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Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
1/10/2019	Registration Fees	ON	Conference Fees	\$ 35.00			Registration Fees to attend event on Jan 22 re One Province, One Healthcare System: An Evening w/Dr. Yiu (Southern Alberta Chapter Event)	1			
1/14/2019	ELT meetings in Edmonton on Jan 14/15	AB - Local	Accommodations	\$ 189.73			Hotel - ELT meetings Jan 14/15 in Edmonton	1			
1/15/2019	ELT meetings in Edmonton Jan 14/15	AB - Local	Taxi	\$ 56.00	SSP	Airport	Taxi from SSP to YEG Airport (Jan 15)	1			
1/15/2019	Parking @ YYC Airport	AB - Local	Parking - Lot or Parkade	\$ 58.70			Parking at YYC airport - ELT meetings in Edmonton Jan 14/15	2			
1/17/2019	AHS Service Awards in Edmonton Jan 17	AB - Local	Airfare	\$ 318.28	AB - Local	AB - Local	Travel booked on short notice with WJ from Edmonton to Calgary on Jan 17. Additional ELT meetings were running behind schedule. AC flight was cancelled and AHS received a credit with AC.	1			
1/17/2019	Parking @ YYC	AB - Local	Parking - Lot or Parkade	\$ 29.35			Parking at YYC to attend AHS Service Awards in Edmonton on Jan 17.	1			
<b>Approver(s) for the claim</b>		<b>Approval Status</b>		<b>Approval Date</b>							
YIU, VERNA		Approve		20-Feb-19							

# Diamond Executive Car Service

2628 43 Street  
Edmonton, Alberta  
T6L 5G1

# Invoice

Date	Invoice #
2018-12-26	██████████

Invoice To
Colleen Turner

**PAID**  
2018-12-26

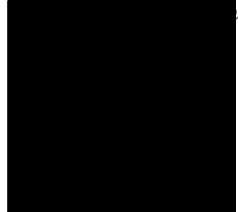
P.O. No.	Terms	Project

Item	Date	Name	Description	Amount
Sedan	2018-12-04	Colleen Turner	Airport to ██████ ①	60.00
Sedan	2018-12-05	Colleen Turner	Office to Airport ②	60.00
Sedan	2018-12-10	Colleen Turner	Airport to ██████ ③	55.00
Sedan	2018-12-11	Colleen Turner	██████ to Airport and return ④	110.00
Sedan	2018-12-17	Colleen Turner	Airport to Office ⑤	60.00
<p>① Dec 5 mtgs w/ Dr. Vio + Mr. Dicerri                      ② " " " "                      ③ Snowflake Gala (Dec 10)                      ④ AHS Board mtg (Dec 11)                      ⑤ ELT mtg (Dec 18)</p>				
			<b>Total</b>	\$345.00
Phone #	E-mail	Web Site	<b>Balance Due</b> \$0.00	
(780) 914 4002	heera@shaw.ca	www.diamondcarservice.ca		



# Booking Confirmation

# 7 d # ~~1/4~~ 2/4



Booking Reference

Date of issue: 04 Jan, 2019

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website, or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.

## ✈ - Depart

Economy - Standard

Monday  
07 Jan, 2019

14:20  
**Calgary**  
Calgary Int. (YYC), AB



15:13  
**Edmonton**  
Edmonton Int. (YEG), AB

AC8146

0hr53  
Economy L  
Operated by: Air Canada Express -  
Jazz | CRJ900 | Wi-Fi

## ✈ - Return

Economy - Standard

Tuesday  
08 Jan, 2019

17:25  
**Edmonton**  
Edmonton Int. (YEG), AB



18:20  
**Calgary**  
Calgary Int. (YYC), AB

AC8155

0hr55  
Economy Q  
Operated by: Air Canada Express -  
Jazz | Q400

## Passengers

**Colleen A Turner**

Ticket Number

Air Canada - Aeroplan

Seats

AC8146 13D

AC8155 4D



# Purchase summary

MasterCard

Amount paid: \$434.96

**Tax information**

GST/HST no. 10009-2287 RT0001  
\$20.71

1 adult

Air Transportation Charges

Base Fare - Depart - Economy - Standard	114.00
Base Fare - Return - Economy - Standard	178.00
Surcharges	24.00

Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001	19.51
Air Travellers Security Charge - Canada	14.25
Airport Improvement Fee - Canada	60.00

Total airfare and taxes before options **#7** \$409<sup>76</sup>

Seat selection

Colleen A Turner

AC8146, 13D - Preferred Seat (Aisle)	<b>#3</b> 13.00
AC8155, 4D - Standard Seat (Aisle)	<b>#4</b> 11.00
Goods and Services Tax - Canada no. 100092287 RT0001	1.20

13.65  
11.55

Total with options and seat selection fee: \$434<sup>96</sup>

GRAND TOTAL (Canadian dollars) \$434<sup>96</sup>



## Check-in and boarding gate deadlines

Within Canada

**90**  
minutes

**Recommended check-in time**

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

**45**  
minutes

**Check-in and baggage drop-off deadline**

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

**15**  
minutes

**Boarding gate deadline**

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

#7 - YYC to YEG return Jan 7-8 ELT mtp.

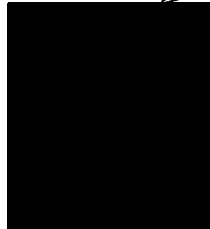
#3/#4 - Seat assign fees.

x Booked outside of norm due xmas season/  
short notice

#2/#5



# Booking Confirmation



Booking Reference: [REDACTED]

Date of issue: 04 Jan, 2019

This is your itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

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## ✈ - Depart

Economy - Standard

Monday  
07 Jan, 2019

13:20  
**Calgary**  
Calgary Int. (YYC), AB



14:13  
**Edmonton**  
Edmonton Int. (YEG), AB

AC8144

0hr53  
Economy L  
Operated by: Air Canada Express -  
Jazz | Q400

## ✈ - Return

Economy - Standard

Tuesday  
08 Jan, 2019

17:25  
**Edmonton**  
Edmonton Int. (YEG), AB



18:20  
**Calgary**  
Calgary Int. (YYC), AB

AC8155

0hr55  
Economy Q  
Operated by: Air Canada Express -  
Jazz | Q400

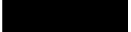
## Passengers

**Colleen Turner**

Ticket Number



Air Canada - Aeroplan



Seats


AC8144 3D

AC8155 4D

 Purchase summary


Tax Information  
 GST/HST no. 10009-2287 RT0001  
 \$8.65

Additional  
 Charges  
 adult

 Air Transportation Charges

Base Fare	0.00
Total Additional Fare - per passenger	0.00
Extras (Change Fee)	
Change Fee	100.00
Goods and Services Tax - Canada no. 100092287 RT0001	5.00
Total Extras (Change Fee) - per passenger	105.00
Total (per passenger)	105.00


#2

 Seat selection

COLLEEN TURNER	
AC8144, 3D - Preferred Seat (Aisle)	13.00
Goods and Services Tax - Canada no. 100092287 RT0001	0.65
GRAND TOTAL (Canadian dollars)	\$118.65
Previous seat charges (refunded to original form of payment) (Canadian dollars)	\$13.65

#5

\$13.65

 Check-in and boarding gate deadlines

Within Canada

**90**  
minutes

**Recommended check-in time**

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

**45**  
minutes

**Check-in and baggage drop-off deadline**

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

**15**  
minutes

**Boarding gate deadline**

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

ET mtp Jan 7-8.

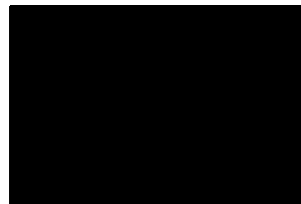
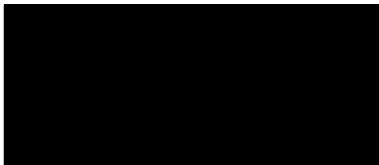
#2 Change fees to outboard flight (Jan 7)

#5 Seat assign fees

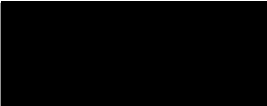
\* Booked outside of vision due to xmas season / short notice



#8



Colleen Turner



Page Number : 1 Invoice Nbr : [Redacted]  
 Guest Number : [Redacted]  
 Folio ID : [Redacted]  
 Arrive Date : 07-JAN-19 14:51  
 Depart Date : 08-JAN-19 05:49  
 No. Of Guest : 1  
 Room Number : [Redacted]  
 Club Account : [Redacted]

Tax Invoice

Tax ID : 815461330RT0001

[Redacted] JAN-08-2019 06:00 [Redacted]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
07-JAN-19	[Redacted]	Room Chrg - Special Corp	169.00	
07-JAN-19	[Redacted]	GST	8.70	
07-JAN-19	[Redacted]	DMF	5.07	
07-JAN-19	[Redacted]	Occupancy/Tourism Tax	6.96	
08-JAN-19	[Redacted]	Mastercard [Redacted]		-189.73
** Total			189.73	-189.73
*** Balance			0.00	

STAY LONGER - Enjoy more time to explore your destination with the benefits of Westin Weekend, from extended breakfast hours to late Sunday checkouts. [Redacted]

Tell us about your stay [Redacted]

Continued on the next page

907 mfb Jan 7-8

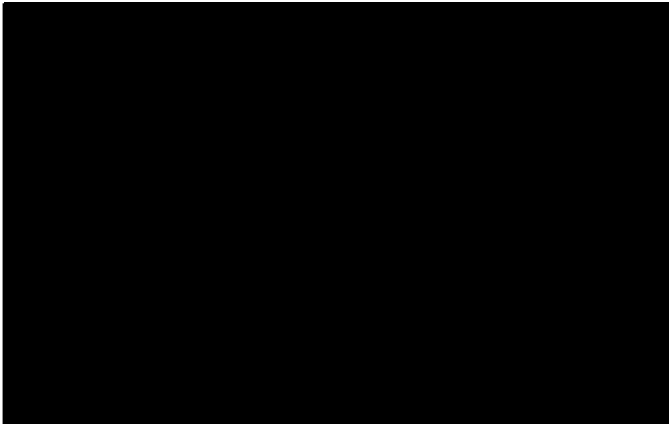
#9.

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

TKT NO. [REDACTED]  
EXIT No. AS  
IN: 01/07/19 11:51  
OUT: 01/08/19 18:25  
DURATION: 1 06: 34  
PAID: \$ 58.70  
(GST INCLUDED)  
MASTERCARD  
[REDACTED]  
AUTH. CODE  
REF.  
THANK YOU FOR



ELT mtp Jan 7-8



1000



CANADIAN COLLEGE OF  
HEALTH LEADERS  
COLLÈGE CANADIEN DES  
LEADERS EN SANTÉ

# INVOICE

Number  
Numéro  
Page:  
Date: 01/10/2019 13:14

**Sold to:**  
**Vendu à:**  
Alberta Health Services - Calgary  
Colleen Turner

Reference Référence	Customer No. Client	Ship Via Par l'intermédiaire de	Terms Code Limites
			ON RECEIPT

Description/Comments	Amount Montant
01/22/2019 - Southern Alberta Chapter Event	
Colleen Turner	
Fees - \$35.00 Non-Member	\$35.00
Total	\$35.00
Total Paid	\$35.00

**Remit to /**  
**Remis:** Canadian College of Health Leaders /  
Collège canadien des leaders en santé  
292, rue Somerset Street West/ouest Ottawa, ON K2P  
0J6 Canada  
  
Telephone/Téléphone : 613-235-7218 1-800-363-9056  
Fax/Télécopieur : 613-235-5451  
GST/TPS # 10684 4442 RT0001



CANADIAN COLLEGE OF  
HEALTH LEADERS  
COLLÈGE CANADIEN DES  
LEADERS EN SANTÉ

# INVOICE

Number  
Numéro  
Page:  
Date: 01/10/2019 13:14

**Mode de paiement / Payment Method:**  
**Montant payé / Total Paid:** \$35.00  
**Customer no. / Client:**  
**Détails du reçu / Receipt Details:**

## INTERNET PURCHASE RECEIPT

Order Date: 01/10/2019  
Order Number:  
Order Total: \$35.00

Name on card: Colleen Turner  
Email Address:

### BILL TO:

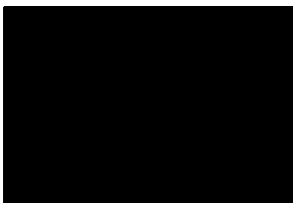
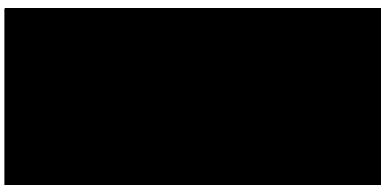
Name: Colleen Turner  
Address Line 1:  
Address Line 2:  
City:  
State/Province:  
Zip/Postal code:  
Country: CA  
Phone Number:

### MERCHANT INFO:

Merchant Name: Canadian College of Health Leaders  
Address Line 1: 292 Somerset Street West  
Address Line 2:  
City: Ottawa  
State/Province: ON  
Zip/Postal code: K2P 0J6  
Country: CA  
Phone Number: 613-235-7218

# 10

# 12



COLLEEN TURNER

Page Number : 1 Invoice Nbr : [REDACTED]  
 Guest Number : [REDACTED]  
 Folio ID : [REDACTED]  
 Arrive Date : 14-JAN-19 13:55  
 Depart Date : 15-JAN-19 10:01  
 No. Of Guest : 1  
 Room Number : [REDACTED]  
 Club Account : [REDACTED]

Information Invoice

Tax ID : 815461330RT0001

[REDACTED] JAN-15-2019 04:20 [REDACTED]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
14-JAN-19	[REDACTED]	Room Chrg - Special Corp	169.00	
14-JAN-19	[REDACTED]	GST	8.70	
14-JAN-19	[REDACTED]	DMF	5.07	
14-JAN-19	[REDACTED]	Occupancy/Tourism Tax	6.96	
JAN-15-2019	MC	Mastercard		-189.73
		** Total	189.73	-189.73
		*** Balance	0.00	

Jan 14-19 ELY mtdo-

Continued on the next page

# 11

GREATER EDMONTON TAXI  
SERVICE  
10135 31 AVE NW  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE MASTERCARD  
DATE 2019/01/15  
TIME 9416 15:55:44  
INVOICE # [REDACTED]  
RECEIPT NUMBER  
[REDACTED]

PURCHASE  
AMOUNT \$52.00  
TIP \$4.00  
TOTAL  
**\$56.00**  
-----

*Jan 15.  
Sp office to airport*

MasterCard  
[REDACTED]

**APPROVED**  
AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456  
BARREL TAXI 780.489.7777  
TAXI.COM  
100403070

#13.

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

TKT NO: [REDACTED]  
EXIT No. A1  
IN: 01/14/19 09:49  
OUT: 01/15/19 19:14  
DURATION: 1 09: 25  
PAID: \$ 58.70  
(GST INCLUDED)  
MASTERCARD  
[REDACTED]  
AUTH. CODE  
REF.  
THANK YOU FOR



ELT mtg Jan 14-15





## eTicket Receipt

Prepared For  
TURNER/COLLEEN MS

RESERVATION CODE	[REDACTED]
ISSUE DATE	17Jan19
TICKET NUMBER	[REDACTED]
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/MMF

## Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
17Jan19	WESTJET WS 3140	EDMONTON INTL AB, CANADA	CALGARY INTL AB, CANADA	Fare Family EconoFlex Seat Number CHECK-IN REQUIRED Baggage Allowance 1PC Booking Status OK TO FLY Fare Basis BA0D0FLS Not Valid After 17JAN20
	Operated by: WESTJET ENCORE	Time 18:00	Time 19:00	

## Allowances

<p><b>Baggage Allowance</b></p> <p>YEG to YYC - 1 Piece WESTJET , each piece up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters</p> <p>Prices of additional baggage pieces:</p> <ol style="list-style-type: none"> <li>50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters</li> </ol> <p>ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARD FORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC</p> <p><b>Carry On Allowances</b></p> <p>YEG to YYC - 1 Piece (WS - WESTJET)</p> <p><b>Carry On Charges</b></p> <p>YEG to YYC - (WS - WESTJET) - Carry-on fees unknown - contact carrier</p>
--

## Payment/Fare Details

Form of Payment	CREDIT CARD - MASTERCARD [REDACTED]
Fare Calculation Line	YEA WS YYC254.00CAD254.00END
Fare	CAD 254.00
Taxes/Fees/Carrier-Imposed Charges	CAD 12.00 YQI (OTHER AIR TRANSPORTATION CHARGES)

	CAD 13.66 XG8 (GOODS AND SERVICES TAX (GST))
	CAD 7.12 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 30.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 1.50 XG9 (GOODS AND SERVICES TAX (GST))
<b>Total Fare</b>	<b>CAD 318.28</b>

**Positive identification required for airport check in**

**Notice:**

**QST # 1202807956TQ0001 GST # 866112535**

**Data Protection Notice:** Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <http://www.iatatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage)

Important Legal Notices

ATIS Service Awards  
 ELT intp.      Jan 17

AP flight cancelled w/ vision & rebooked  
 with us due to delay with intp booked  
 on short notice (within 90 mins of flight departure).



#15

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

TKT NO: [REDACTED]  
EXIT No. A2  
IN: 01/17/19 06:55  
OUT: 01/17/19 19:55  
DURATION: 0 13: 00  
PAID: \$ 29.35  
(GST INCLUDED)  
MASTERCARD  
[REDACTED]  
AUTH. CODE  
REF.  
THANK YOU FOR



AAS Service Awards & Gift mto Jan 17



## AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
TURNER, COLLEEN	VP Community Engagement & Communications	Calgary	\$ 161.68								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
1/7/2019	ELT Meetings in Edmonton Jan 7/8	AB - North Zone	Meals Per Diem	\$ 24.00			ELT Meetings in Edmonton Jan 7/8	1			
1/7/2019	ELT Meetings in Edmonton Jan 7/8		Mileage-Local-Home Zone	\$ 16.67	Home	YYC Airport	Parking @ YYC airport	1			33
1/8/2019	ELT Meetings in Edmonton Jan 7/8	AB - North Zone	Meals Per Diem	\$ 23.50			ELT Meetings in Edmonton Jan 7/8	1			
1/8/2019	ELT Meetings in Edmonton Jan 7/8		Mileage-Local-Home Zone	\$ 16.67	YYC Airport	Home	Parking @ YYC airport	1			33
1/14/2019	ELT Meetings in Edmonton Jan 14/15	AB - Other Zones	Meals Per Diem	\$ 24.00			ELT Meetings in Edmonton Jan 14/15	1			
1/14/2019	ELT Meetings in Edmonton Jan 14/15		Mileage-Local-Home Zone	\$ 16.67	Home	YYC Airport	Parking @ YYC Airport	1			33
1/15/2019	ELT Meetings in Edmonton Jan 14/15		Mileage-Local-Home Zone	\$ 16.67	YYC Airport	Home	Parking at YYC Airport	1			33
1/15/2019	ELT Meetings in Edmonton Jan 14/15	AB - Other Zones	Meals Per Diem	\$ 23.50			ELT Meetings in Edmonton Jan 14/15	1			
<b>Approver(s) for the claim</b>		<b>Approval Status</b>		<b>Approval Date</b>							
YIU, VERNA		Approve		20-Feb-19							

## Expense Report Direct Bill Summary

### 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**

<b>Name :</b> Colleen Turner	<b>Reporting Period for the Month of :</b> December 2018 / January 2019
------------------------------	---

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
11-Jan-19	Direct Billing	Airline Ticket	Air Canada - Calgary to Edmonton return re APL Board Retreat (Jan 21).	Vision Travel	\$512.21
10-Jan-19	Direct Billing	Airline Ticket	Air Canada - Calgary to Edmonton return re AHS Service Awards (Jan 17).	Vision Travel	\$526.46
10-Jan-19	Direct Billing	Airline Ticket	Air Canada - Calgary to Edmonton return re ELT meetings (Jan 14-15).	Vision Travel	\$551.16
30-Jan-19	Direct Billing	Airline Ticket	Air Canada - Edmonton to Calgary one-way re AHS ELT Meeting (Feb 5).	Vision Travel	\$270.83
5-Feb-19	Direct Billing	Airline Ticket	Air Canada - Edmonton to Calgary one-way re AHS Senior Leaders Meeting (Feb 12).	Vision Travel	\$264.48
<b>Total Paid in the Month</b>					<b>\$2,125.14</b>

**From:** [redacted]@visiontravel.ca>  
**Sent:** Wednesday, February 27, 2019 1:42 PM  
**To:** [redacted]  
**Subject:** FW: Itinerary for TURNER/COLLEEN - 20January19 - Locator [redacted]

Good Afternoon,

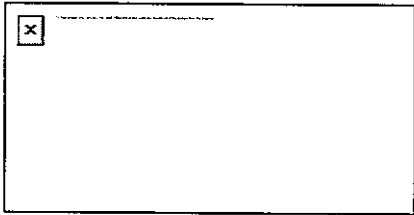
As per the Travel Itinerary below – Locator P3MNDN, the costing is:

Air Canada	014 2106085115	Base cost
437.26	Tax 74.95	Total \$512.21

NTF:  
Booked Jan 11/19.  
Visim - delayed  
invoice. sent  
Feb 27/19.  
CD.

---

**From:** tripinfo@visiontravel.ca [mailto:tripinfo@visiontravel.ca]  
**Sent:** January-11-19 12:34 PM  
**To:** [redacted] Colleen Turner  
**Subject:** Itinerary for TURNER/COLLEEN - 20January19 - Locator: [redacted]



## Travel Itinerary

Agency Reference:#[redacted]      Sales Person:      Customer Reference:#  
Passenger(s): TURNER/COLLEEN

**Disclaimer:** It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

Please check your on-line itinerary for any schedule changes or other updates - [Click Here](#)

AIR - Sunday, January 20 2019

[Add To Calendar](#)

**Air Canada Flight AC8158 Economy Class**

<b>Depart</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 07:55 PM Sunday, January 20 2019	<b>Arrive</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 08:51 PM Sunday, January 20 2019
---------------	---	---------------	---

**Duration:** 0 hour(s) and 56 minute(s) Non-stop  
**Status:** Confirmed - Air Canada Booking Reference: [REDACTED]  
**Operated By:** AIR CANADA EXPRESS - JAZZ  
**FF Number:** [REDACTED] TURNER/COLLEEN - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**E Upgrade:** For Eligible Flight - Aeroplan Members [click here](#)

**Remarks:** SEAT 2D - TURNER/COLLEEN MS  
PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

AIR - Monday, January 21 2019

[Add To Calendar](#)

**Air Canada Flight AC8155 Economy Class**

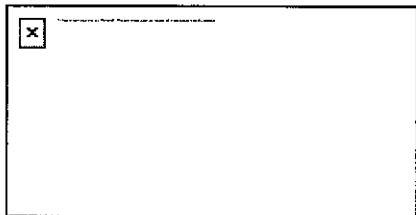
<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 05:25 PM Monday, January 21 2019	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 06:20 PM Monday, January 21 2019
---------------	---	---------------	---

**Duration:** 0 hour(s) and 55 minute(s) Non-stop  
**Status:** Confirmed - Air Canada Booking Reference [REDACTED]  
**Operated By:** AIR CANADA EXPRESS - JAZZ  
**FF Number:** [REDACTED] TURNER/COLLEEN - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**E Upgrade:** For Eligible Flight - Aeroplan Members [click here](#)

**Remarks:** SEAT 3C - TURNER/COLLEEN MS  
PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ



**From:** tripinfo@visiontravel.ca  
**Sent:** Thursday, January 10, 2019 3:12 PM  
**To:** [Redacted]  
**Subject:** Invoice and Itinerary for TURNER/COLLEEN MS - 17January19 - Vision Travel Locator:  
 [Redacted]



Vision Travel DT Ontario-West Inc  
 , , Canada,  
 www.visiontravel.ca  
 GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice [Redacted]  
 Issued: 10 January 2019

Agency Ref.: [Redacted]  
 Sales Person: [Redacted]

Customer Number: [Redacted]  
 Customer Ref.: [Redacted]

ALBERTA HEALTH SERVICES  
 10030 - 107 STREET  
 EDMONTON AB  
 T5  
 J 3E4

Passenger(s): TURNER/COLLEEN MS

**Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.**

AIR - Thursday, January 17 2019

[Add To Calendar](#)

**Air Canada Flight AC8134 Economy Class**

Depart	Weather	Arrive	Weather
Calgary, Alberta Calgary International Airport 08:00 AM Thursday, January 17 2019		Edmonton, Alberta Edmonton International Airport 08:53 AM Thursday, January 17 2019	

**Duration:** 0 hour(s) and 53 minute(s) Non-stop  
**Status:** Confirmed - Air Canada Booking Reference: [Redacted]  
**Operated By:** AIR CANADA EXPRESS - JAZZ  
**FF Number:** [Redacted] TURNER/COLLEEN MS - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**E Upgrade:** For Eligible Flight - Aeroplan Members [click here](#)

**Remarks:** SEAT 2C  
 PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

**Air Canada Flight AC8155 Economy Class**

<b>Depart</b>	Edmonton, Alberta <small>Weather</small> Edmonton International Airport 05:25 PM Thursday, January 17 2019	<b>Arrive</b>	Calgary, Alberta <small>Weather</small> Calgary International Airport 06:20 PM Thursday, January 17 2019
---------------	--	---------------	--

**Duration:** 0 hour(s) and 55 minute(s) Non-stop  
**Status:** Confirmed - Air Canada Booking Reference: [REDACTED]  
**Operated By:** AIR CANADA EXPRESS - JAZZ  
**FF Number:** [REDACTED] TURNER/COLLEEN MS - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**E Upgrade:** For Eligible Flight - Aeroplan Members [click here](#)

**Remarks:** SEAT 6C  
 PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

**MISCELLANEOUS - Saturday, June 1 2019**

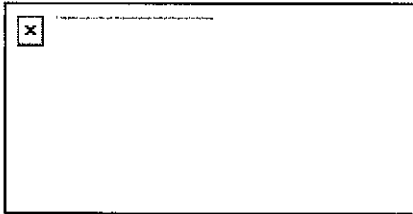
**Great Plains Airlines**

<b>Depart:</b>	Edmonton International Airport, Canada 12:00 AM Saturday, June 1 2019	<small>Weather</small>
<b>Passive Miscellaneous Info:</b>	-**PNR RETENTION**	

**Invoice Details**

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number	[REDACTED]					
Vendor AC Dom Air		451.50	74.96	0.00	0.00	526.46
				Billed to: [REDACTED]		
	<b>Totals:</b>	<b>451.50</b>	<b>74.96</b>	<b>0.00</b>	<b>0.00</b>	<b>526.46</b>
				<b>Total Credit Card Billing:</b>		<b>526.46</b>
				<b>Balance Due:</b>		<b>0.00</b>

**From:** tripinfo@visiontravel.ca  
**Sent:** Thursday, January 10, 2019 3:12 PM  
**To:** [REDACTED]  
**Subject:** Invoice and Itinerary for TURNER/COLLEEN MS - 14January19 - Vision Travel Locator: [REDACTED]



Vision Travel DT Ontario-West Inc  
[REDACTED], Canada,  
www.visiontravel.ca  
GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice: [REDACTED]  
Issued: 10 January 2019

Agency Ref.: [REDACTED]  
Sales Person: [REDACTED]

Customer Number: [REDACTED]  
Customer Ref.: [REDACTED]

ALBERTA HEALTH SERVICES  
10030 - 107 STREET  
EDMONTON AB  
T5  
J 3E4

Passenger(s): TURNER/COLLEEN MS

**Disclaimer:** It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

AIR - Monday, January 14 2019

[Add To Calendar](#)

Air Canada Flight AC8136 Economy Class

Depart	Weather	Arrive	Weather
Calgary, Alberta Calgary International Airport 10:45 AM Monday, January 14 2019		Edmonton, Alberta Edmonton International Airport 11:41 AM Monday, January 14 2019	

Duration: 0 hour(s) and 56 minute(s) Non-stop  
Status: Confirmed - Air Canada Booking Reference: [REDACTED]  
Operated By: AIR CANADA EXPRESS - JAZZ  
FF Number: [REDACTED] - TURNER/COLLEEN MS - please reconfirm at check-in  
Online Check In: Available 24 hours prior - [click here](#)  
E Upgrade: For Eligible Flight - Aeroplan Members [click here](#)

Remarks: SEAT 2D  
PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ



AIR - Tuesday, January 15 2019

[Add To Calendar](#)

**Air Canada Flight AC8155 Economy Class**

<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 05:25 PM Tuesday, January 15 2019	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 06:20 PM Tuesday, January 15 2019
---------------	--	---------------	--

**Duration:** 0 hour(s) and 55 minute(s) Non-stop  
**Status:** Confirmed - Air Canada Booking Reference [REDACTED]  
**Operated By:** AIR CANADA EXPRESS - JAZZ  
**FF Number:** [REDACTED] TURNER/COLLEEN MS - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**E Upgrade:** For Eligible Flight - Aeroplan Members [click here](#)

**Remarks:** SEAT 4C  
PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

**MISCELLANEOUS - Saturday, June 1 2019**

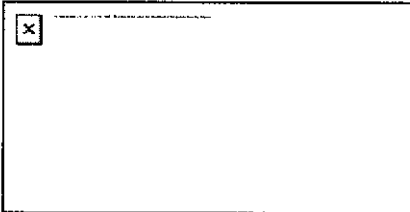
**Great Plains Airlines**

**Depart:** Edmonton International Airport, Canada [Weather](#)  
12:00 AM Saturday, June 1 2019  
**Passive Miscellaneous Info:** -\*\*PNR RETENTION\*\*

**Invoice Details**

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number	[REDACTED]					
Vendor AC Dom Air		476.20	74.96	0.00	0.00	551.16
					Billed to: [REDACTED]	
	<b>Totals:</b>	<b>476.20</b>	<b>74.96</b>	<b>0.00</b>	<b>0.00</b>	<b>551.16</b>
					<b>Total Credit Card Billing:</b>	<b>551.16</b>
					<b>Balance Due:</b>	<b>0.00</b>

**From:** [REDACTED]@visiontravel.ca  
**Sent:** Wednesday, January 30, 2019 4:02 PM  
**To:** [REDACTED]Y@VISIONTRAVEL.CA  
**Subject:** Invoice and Itinerary for TURNER/COLLEEN MS - 04February19 - Vision Travel Locator: [REDACTED]



Vision Travel DT Ontario-West Inc  
9929 - 108 St.  
Edmonton, AB  
T5K 1G8  
(780) 425-8611 1-866-425-8611

www.visiontravel.ca  
GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice: [REDACTED]  
Issued: 30 January 2019

Agency Ref. [REDACTED]  
Sales Person [REDACTED]

Customer Number: [REDACTED]  
Customer Ref.: [REDACTED]

COLLEEN TURNER  
9929 108TH STREET GOVERNMENT CENTRE  
EDMONTON AB  
CA  
Z/T5K1G8

Passenger(s): TURNER/COLLEEN MS

**Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.**



**Air Canada Flight AC8155 Economy Class**

<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 05:25 PM Tuesday, February 5 2019	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 06:20 PM Tuesday, February 5 2019
---------------	--	---------------	--

**Duration:** 0 hour(s) and 55 minute(s) Non-stop  
**Status:** Confirmed - Air Canada Booking Reference: [REDACTED]  
**Operated By:** AIR CANADA EXPRESS - JAZZ  
**FF Number:** [REDACTED] - TURNER/COLLEEN MS - please reconfirm at check-in  
**Online Check In:** Available 24 hours prior - [click here](#)  
**E Upgrade:** For Eligible Flight - Aeroplan Members [click here](#)

**Remarks:** SEAT 6D - TURNER/COLLEEN MS  
 AIR CANADA LOCATOR [REDACTED]  
 AIR CANADA TICKET [REDACTED]  
 PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

**Invoice Details**

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	[REDACTED]					
Vendor AC AIR CANADA		233.35	37.48	0.00	0.00	270.83
				Billed to: [REDACTED]		
	<b>Totals:</b>	<b>233.35</b>	<b>37.48</b>	<b>0.00</b>	<b>0.00</b>	<b>270.83</b>
				<b>Total Credit Card Billing:</b>		<b>270.83</b>
				<b>Balance Due:</b>		<b>0.00</b>



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Vision Travel DT Ontario-West Inc  
9929 - 108 St.  
Edmonton, AB  
T5K 1G8  
(780) 425-8611 1-866-425-8611

www.visiontravel.ca  
GST Reg : 723782728 RT 0001

## E-Ticket Receipt

Ticket Number: [REDACTED] Issuing Airline: AC Issued: 05Feb19  
Invoice: [REDACTED] Agency Ref.: [REDACTED] Customer Number: [REDACTED]  
Sales Person: [REDACTED] IATA Number: [REDACTED] Customer Ref.: N/A

Passenger(s): TURNER/COLLEENMS

AIR - Tuesday, February 12 2019	
Air Canada Flight AC8153 Economy Class - Seat 19D (Non smoking) Confirmed	
Depart	Edmonton, Alberta Edmonton International Airport 03:40 PM Tuesday, February 12 2019
Arrive	Calgary, Alberta Calgary International Airport 04:35 PM Tuesday, February 12 2019
Duration:	0 hour(s) and 55 minute(s) Non-stop
Status:	Confirmed - Air Canada Booking Reference: [REDACTED]
Operated By:	AIR CANADA EXPRESS - JAZZ
FF Number:	[REDACTED] TURNER/COLLEEN MS - please reconfirm at check-in
Online Check In:	Available 24 hours prior
Baggage Allowance:	1 Piece(s)
Remarks:	PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ
Fare Basis:	V7WLAFL
Not Valid Before:	12Feb
Not Valid After:	12Feb

Fare	
Form of payment:	Credit Card [REDACTED]
Endorsements / restrictions:	NONE
Fare calculation:	AC ONLY-NONREF-CHGE FEE AB HE ALTH SERVICES COF 12FEB YEA AC YYC Q9.00Q3.00 215.00CAD227.00END
Fare:	CAD 264.48
Equivalent amount paid:	

### Positive identification required for airport check in

#### Notice:

Transportation and other services provided by the carrier are subject to conditions of contract and other important notices. Please ensure that you have received these notices, and if not, contact the travel agent or issuing carrier to obtain a copy prior to the commencement of your trip.

If the passenger journey involves an ultimate destination or stop in a country other than the country of departure, the Warsaw Convention may be applicable. This convention governs and on most cases limits the liability of carriers for death or personal injury and in respect of loss of, or damage to baggage.