

## AHS Board and Executive Expense Report

**Name:** Debrah Wirtzfeld  
**Title:** Associate Chief Medical Officer Physician Health, Diversity and Wellness  
**Location:** Edmonton  
 Expenses approved during the month of December 2021

			Travel (1)							
Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
	P-Card	Meetings					-			
Dec-21	Expense Claim	Meetings			371	165	536	93		
	Direct Bill	Meetings					-			
<b>Total</b>			\$ -	\$ -	\$ 371	\$ 165	\$ 536	\$ 93	\$ -	\$ -

**Total for  
the Month** \$ 629

Maximum daily single meal expense claimed in the month \$ -  
 Maximum daily base hotel rate claimed in the month \$ 165  
 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

## AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
WIRTZFELD, DEBRAH	Associate Chief Medical Officer Physician Health, Diversity and Wellness	Edmonton	\$ 93.45								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
7/26/2021	On-Demand Workshop: Trauma Informed Leadership	AB - Local	Courses and Professional Development	\$ 93.45				1			
Approver(s) for the claim	Approval Status	Approval Date									
BELANGER, FRANCOIS	Approve	9-Dec-21									

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message

Please submit for reimbursement.

----- Forwarded message -----

From: **Crisis & Trauma Resource Institute, Inc** [REDACTED]  
Date: Mon, Jul 26, 2021 at 11:59 AM  
Subject: Your Crisis and Trauma Resource Institute order from July 26, 2021 is complete  
To: [REDACTED]



Hi there. Your recent order on Crisis and Trauma Resource Institute has been paid. Your order details are shown below for your reference:

Order: [REDACTED]

Product	Quantity	Price
On-Demand Workshop: Trauma-Informed Leadership You can see who this product is shared with by going to My Library from your account page.	1	\$89.00 CAD
<b>Subtotal:</b>		\$89.00 CAD
<b>GST (5%):</b>		\$4.45 CAD

**Payment method:**

Credit  
Card

**Total:**

\$93.45  
CAD

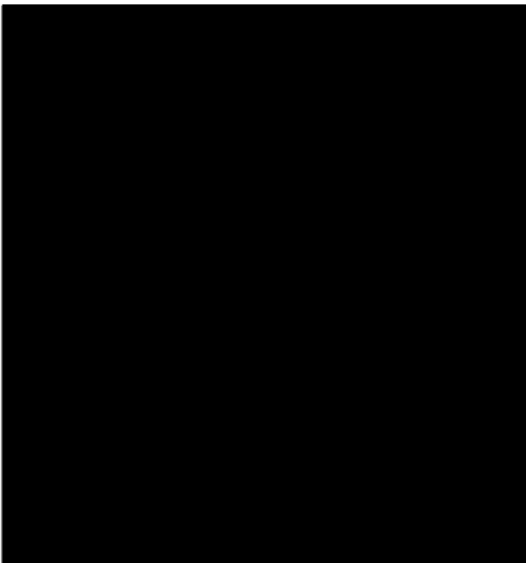
More than one viewer? Please act with integrity and allow only the registered individual(s) to view the content and materials

[Print Invoice](#)

### Terms & Conditions

Please find the terms and conditions for the product(s) you have ordered [here](#).

### Customer details



Crisis & Trauma Resource Institute

## AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
WIRTZFELD, DEBRAH	Associate Chief Medical Officer Physician Health, Diversity and Wellness	Edmonton	\$ 535.99								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
12/3/2021	Wrap up meetings J. Ploquin, C. O'Hara and J. Wismark Dec 3-5, 2021	AB - Local	Car Rental	\$ 80.09				1			
12/3/2021	Wrap up meetings J. Ploquin, C. O'Hara and J. Wismark 2 night accommodations Dec 3 & 4, 2021	AB - Local	Accommodations	\$ 370.50				2			
12/3/2021	Wrap up meetings J. Ploquin, C. O'Hara and J. Wismark	MB	Parking - Lot or Parkade	\$ 67.20				1			
12/5/2021	Wrap up meetings J. Ploquin, C. O'Hara and J. Wismark	AB - Local	Fuel-Travel and Car Rental	\$ 18.20				1			
Approver(s) for the claim	Approval Status	Approval Date									
BELANGER, FRANCOIS	Approve	9-Dec-21									

# Alamo

## Rental Agreement Summary

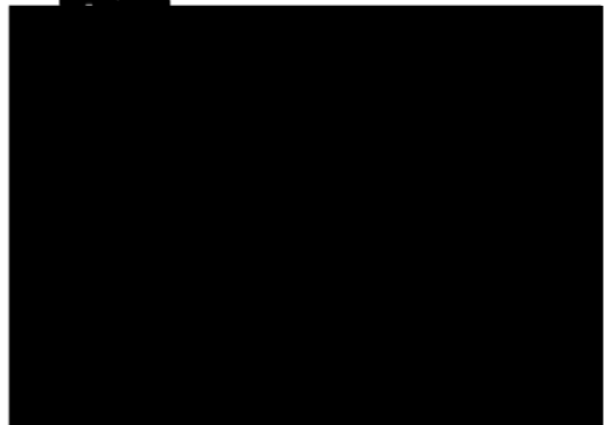
RA #: [REDACTED]  
Renter: DEBRAH ANN WIRTZELD

### Dates & Times

**Pickup**  
Dec 3, 2021  
10:47

**Return**  
Dec 5, 2021  
9:31

### Location



### Vehicle

Make/Model: MITS/RVR  
Color: RED MED  
Car Class Driven: CFAR  
Car Class Charged: CFAR  
Miles In: 2249      Miles Out: 2139  
Mileage: 110  
Fuel In: Full      Fuel Out: Full  
License: [REDACTED]      State/Prov: AB  
Unit #: [REDACTED]      Vehicle #: [REDACTED]

### Charges      Price/Unit      Total

Renter Charges		
TIME AND DISTANCE	2 @ \$26.51 / DAY	\$53.02
12/03/2021 - 12/05/2021		
NO CHARGE	0 @ \$0.00 / MILE	\$0.00
DISTANCE		
12/03/2021 - 12/05/2021		
CUSTOMER FACILITY	2 @ \$6.00 / DAY	\$12.00
CHARGE 6.00/DAY		
CONCESSION	16.6200%	\$9.16
RECOVERY FEE		
16.62 PCT		
VLF REC 1.05/DAY	2 @ \$1.05 / DAY	\$2.10
GOODS AND	5.0000%	\$3.81
SERVICES TAX		

**Total Charges: \$80.09**

Charge To: [REDACTED]

APN:  
AID:  
Verified: None  
Entry: Manual  
TSI:

**Amount Due: \$0.00**

Subject to Audit  
Customer Service Number 1-800-445-5664

**M**  
**metterra**  
HOTEL ON WHYTE

Debrah Anne D Wirtzfeld

**INVOICE**

Room No. : [REDACTED]  
Arrival : [REDACTED]  
Departure : 12-03-21  
Page No. : 12-05-21  
Folio No. : 1 of 2  
Conf. No. : [REDACTED]  
Cashier No. : [REDACTED]  
Custom Ref. : [REDACTED]

Company Name :  
Group Name :  
Guest Name :

Date	Description	Charges	Credits
12-03-21	Room Revenue	165.00	
12-03-21	Destination Marketing Fee	4.95	
12-03-21	Room GST	8.50	
12-03-21	Tourism Levy	6.80	
12-04-21	Room Revenue	165.00	
12-04-21	Destination Marketing Fee	4.95	
12-04-21	Room GST	8.50	
12-04-21	Tourism Levy	6.80	
12-05-21	[REDACTED]		370.50

**Total Charges** 370.50  
**Total Credits** 370.50  
**Balance** 0.00

Merchant ID :  
Transaction ID : [REDACTED]  
Approval Code : [REDACTED]

Credit Card # : [REDACTED]  
Credit Card Expiry : [REDACTED]  
Capture Method : [REDACTED]

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

Metterra Hotel on Whyte | 10454 82 Ave | Edmonton, AB T6E 4Z7  
Reservations: (866) 465 8150 | Telephone: (780) 465 8150 | Fax: (780) 465 8174  
Email: [info@metterra.com](mailto:info@metterra.com)  
[www.metterra.com](http://www.metterra.com)

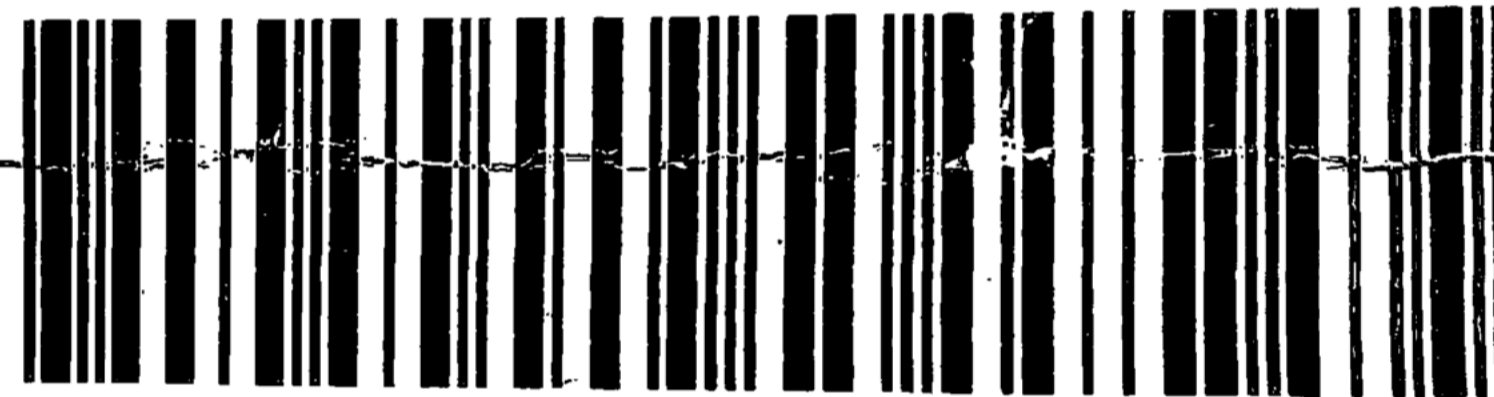
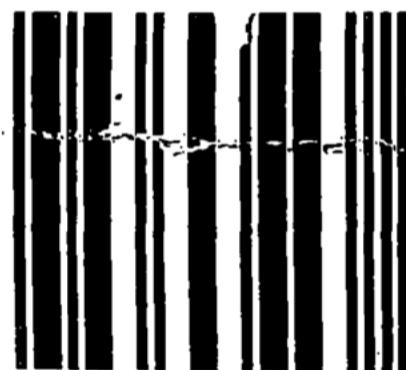


# WINNIPEG RICHARDSON INTERNATIONAL AIRPORT

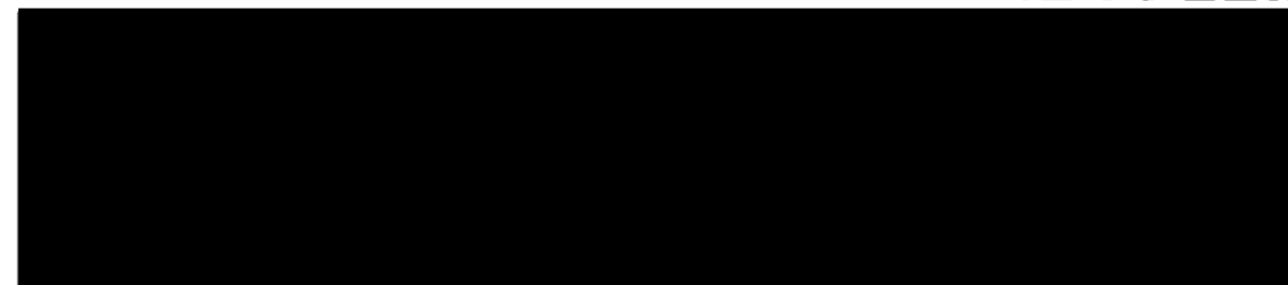
GST 136628591

Charges are for use of parking space only. We accept no responsibility for injuries to persons, any loss or damage to vehicles or contents caused. We are only renting you a parking space. We do not take any responsibility for your vehicle. You park here at your own risk.

Les tarifs ne couvrent qu'une seule place de stationnement. Nous n'assurons aucune responsabilité en cas de blessures ou en cas de perte ou d'endommagement des véhicules ou de leur contenu, quelle qu'en soit la cause. Nous ne faisons que louer des espaces de stationnement. Nous n'assumons aucune responsabilité pour les véhicules. Vous vous garez ici à vos propres risques.

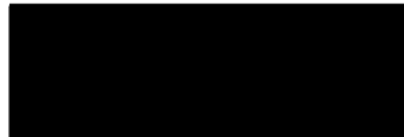


04:45

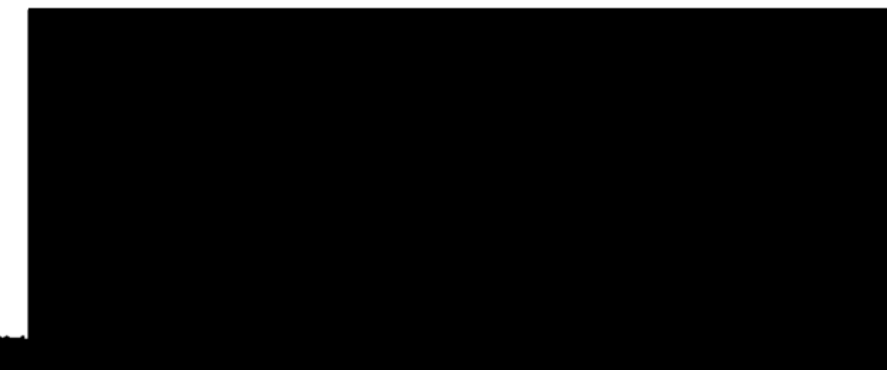
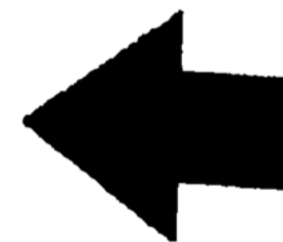


Parkade

\$67.20



05/12/21 15:51





PETRO-CANADA  
307 AIRPORT ROAD  
LEDUC  
ALBERTA  
T9E0V5  
(780)-890-3209

PC116394: [REDACTED]  
PAYPOINT: [REDACTED]  
TERMINAL: [REDACTED]  
INVOICE NO: [REDACTED]

2021-12-05 09:23

PUMP 12

REGULAR

13.796L AT \$1.319/L

FUEL SALES \$ 18.20

GST INCLUDED \$0.87

TOTAL

\$18.20