

## AHS Board and Executive Expense Report

**Name** Katherine Chubbs  
**Title** Chief Zone Officer, South Zone  
**Location** Lethbridge  
 Expenses submitted during the month of January 2019

		Travel (1)							Working Sessions Hosting and Hospitality		Other
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	(3)	(4)	
Jan-19	Expense Claim	Meetings		26		19	45			37	
Jan-19	Direct Billing	Meetings	1,046				1,046				
<b>Total</b>			\$ 1,046	\$ 26	\$ -	\$ 19	\$ 1,091	\$ -	\$ -	\$ 37	

**Total for the Month** \$ 1,128

Maximum daily single meal expense claimed in the month \$ 13  
 Maximum daily base hotel rate claimed in the month \$ -  
 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 Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
CHUBBS, KATHERINE	Chief Zone Officer, South Zone	Lethbridge	\$ 81.84								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
1/3/2019	In Oyen for a site visit with manager and staff	AB - Local	Meals Per Diem	\$ 13.00			In Oyen for a site visit with manager and staff	1			
1/4/2019	To Oyen Big Country Hospital for a site visit	AB - Local	Fuel-Travel and Car Rental	\$ 19.10			In Oyen @ the Big Country Hospital on a site visit. Unfortunately, the ARI Fleet Card would not work at this one gas station.	1			
1/7/2019	In Med Hat for meetings	AB - Local	Meals Per Diem	\$ 13.00			In Med Hat for meetings	1			
1/14/2019	Unlimited car washes for 1 month at Mint SmartWash for the fleet car	AB - Local	Miscellaneous	\$ 36.74			Unlimited car washes for 1 month at Mint SmartWash for the fleet car. Vendor does not take ARI cards	1			
Approver(s) for the claim		Approval Status		Approval Date							
HUBAND, BRENDA		Approve		22-Jan-19							



1/14/2019 Mon 9:18 AM  
 REGISTER: Auto  
 FWD: [REDACTED]  
 FLEXIBLY

134-MINT OIL	34.99
134-MINT RECEIPT	0.00
<hr/>	
GRAND TOTAL	34.99
Regional Taxes	1.75
TOTAL	\$36.74
AMOUNT TENDERED	36.74
CHANGE	0.00

PAYMENT METHOD: VISA  
 Amount : 36.74  
 Approval : 0018181

VISA PURCHASE  
 AMOUNT 36.74

Card #: [REDACTED]  
 Date: 2019/01/14  
 Time: 09:18:27  
 Ref. #: [REDACTED]  
 Auth. #: [REDACTED]

VISA CREDIT  
 [REDACTED]

01 APPROVED - THANK YOU 001

IMPORTANT - retain this copy for your records

\*\*\* P

WELCOME

Shell Canada  
 2730 Mayor Magrath Dr  
 T1K 7J5  
 Lethbridge AB  
 403-380-3002

Bronze  
 PUMP No. 04  
 LITRES 18.740  
 PRICE/L \$1.019  
 TOTAL FUEL \$19.10

TOTAL SALE \$19.10  
 VISA \$19.10

FUEL INCLUDES  
 GST - Fuel \$0.91  
 No. 137400032RT

01 APPROVED - THANK YOU 001

APPROVAL No. [REDACTED]  
 TERMINAL No. [REDACTED]

VERIFIED BY PIN

IMPORTANT  
 retain this copy for your records

VISA PURCHASE C

INV No: [REDACTED]  
 2019/01/04 07:48  
 VISA CREDIT  
 AID [REDACTED]  
 TVR [REDACTED]  
 TSI [REDACTED]

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[www.shell.ca/opinion](http://www.shell.ca/opinion)  
 and you could win a FUEL FOR A YEAR  
 \*Receipt Required

THANK YOU  
 Questions?  
 1-800-661-1600

STORE: C22595  
 TRAN: 1517960  
 1/4/2019 7:49:19

## 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> Katherine Chubbs	<b>Reporting Period for the Month of :</b> Jan-19
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
4-Jan-2019	DIRECT BILL	Airline Ticket	Air Canada flight Lethbridge to Edmonton Monday, Feb. 4, 2019. Return flight Air Canada Wednesday, Feb. 6, 2109. In Edmonton for the 2 day AHS/SHA Knowledge Sharing Days meetings	Vision	356.50
4-Jan-2019	DIRECT BILL	Airline Ticket	Air Canada flight Lethbridge to Edmonton Monday, Feb. 11, 2019. Return WestJet Flight Tuesday, Feb. 12, 2019. In Edmonton for the AHS Senior Leaders inperson meeting at the Renaissance Airport Hotel on Feb. 12, 2019	Marlin Travel	445.06
27-Nov-2019	DIRECT BILL	Airline Ticket	Air Canada return flight Edmonton to Lethbridge, December 5, 2018 following the 2 day AHS Senior Leadership Program Residency #1 December 3 and 4 at the UofA School of Business	Marlin Travel	244.23
<b>Total Paid in the Month</b>					<b>\$ 1,045.79</b>

**From:** tripinfo@visiontravel.ca  
**Sent:** Monday, January 07, 2019 8:08 PM  
**To:** Katherine Chubbs [REDACTED]@VISIONTRAVEL.CA; Wendy Musial  
**Subject:** Invoice and Itinerary for CHUBBS/KATHERINE MS - 04February19 - Vision Travel  
Locato [REDACTED]



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

## Invoice/Itinerary

Invoice [REDACTED]  
Issued: 08 January 2019

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

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

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

Passenger(s): CHUBBS/KATHERINE MS

### Air Canada Flight AC7218 Economy Class

Depart	Lethbridge, Alberta	<u>Weather</u>	Arrive	Calgary, Alberta	<u>Weather</u>
	Lethbridge Airport			Calgary International Airport	
	03:25 PM Monday, February 4 2019			04:23 PM Monday, February 4 2019	

Duration: 0 hour(s) and 58 minute(s) Non-stop  
Status: Confirmed - Air Canada Booking Reference: [REDACTED]  
Operated By: AIR CANADA EXPRESS - AIR GEORGIAN  
FF Number: [REDACTED] CHUBBS/KATHERINE 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 2A - CHUBBS/KATHERINE MS  
PLEASE CHECK IN WITH AIR CANADA EXPRESS - AIR GEORGIAN

**Air Canada Flight AC8154 Economy Class**

<b>Depart</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 06:35 PM Monday, February 4 2019	<b>Arrive</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 07:31 PM Monday, February 4 2019
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**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] CHUBBS/KATHERINE 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 - CHUBBS/KATHERINE MS  
PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

**Air Canada Flight AC8155 Economy Class**

<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 05:25 PM Wednesday, February 6 2019	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 06:20 PM Wednesday, February 6 2019
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**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] CHUBBS/KATHERINE 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 4D - CHUBBS/KATHERINE MS  
PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

**Air Canada Flight AC7221 Economy Class**

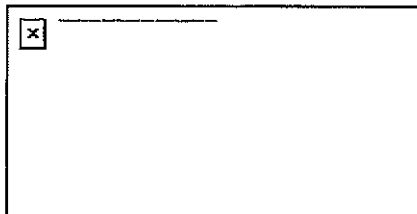
**Depart** Calgary, Alberta Weather **Arrive** Lethbridge, Alberta Weather  
 Calgary International Airport Lethbridge Airport  
 07:50 PM Wednesday, February 6 2019 08:47 PM Wednesday, February 6 2019

**Duration:** 0 hour(s) and 57 minute(s) Non-stop  
**Status:** Confirmed - Air Canada Booking Reference: [REDACTED]  
**Operated By:** AIR CANADA EXPRESS - AIR GEORGIAN  
**FF Number:** [REDACTED] HUBBS/KATHERINE 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 2A - CHUBBS/KATHERINE MS  
 PLEASE CHECK IN WITH AIR CANADA EXPRESS - AIR GEORGIAN

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	[REDACTED]					
Vendor AC Dom Air	[REDACTED]	291.54	64.96	0.00	0.00	356.50
				Billed to	[REDACTED]	
	<b>Totals:</b>	<b>291.54</b>	<b>64.96</b>	<b>0.00</b>	<b>0.00</b>	<b>356.50</b>
				<b>Total Credit Card Billing:</b>		<b>356.50</b>
				<b>Balance Due:</b>		<b>0.00</b>

**From:** tripinfo@visiontravel.ca  
**Sent:** Wednesday, January 16, 2019 10:25 AM  
**To:** [REDACTED]@VISIONTRAVEL.CA;  
[REDACTED]@VISIONTRAVEL.CA  
**Subject:** Invoice and Itinerary for CHUBBS/KATHERINE MS - 11February19 - Vision Travel  
Locator [REDACTED]  
**Attachments:** E-Ticket Receipt 1 - Z5DX32 - February 11 2019 [REDACTED]



Vision Travel DT Ontario-West Inc

, , Canada,

www.visiontravel.ca  
GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice [REDACTED]  
Issued: 08 January 2019

Agency Ref. [REDACTED]  
Sales Person:

Customer Number [REDACTED]  
Customer Ref.:

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

Passenger(s): CHUBBS/KATHERINE MS

### Air Canada Flight AC7218 Economy Class

Depart	Lethbridge, Alberta	<a href="#">Weather</a>	Arrive	Calgary, Alberta	<a href="#">Weather</a>
	Lethbridge Airport			Calgary International Airport	
	03:25 PM Monday, February 11 2019			04:23 PM Monday, February 11 2019	

**Duration:** 0 hour(s) and 58 minute(s) Non-stop  
**Status:** Confirmed - Air Canada Booking Reference [REDACTED]  
**Operated By:** AIR CANADA EXPRESS - AIR GEORGIAN  
**FF Number:** [REDACTED] - CHUBBS/KATHERINE 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 2A - CHUBBS/KATHERINE MS  
PLEASE CHECK IN WITH AIR CANADA EXPRESS - AIR GEORGIAN



**Air Canada Flight AC8154 Economy Class**

<b>Depart</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 06:35 PM Monday, February 11 2019	<b>Arrive</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 07:31 PM Monday, February 11 2019
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**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] - CHUBBS/KATHERINE 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 3C - CHUBBS/KATHERINE MS  
PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

**WestJet Flight WS272 Economy Class**

<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 06:00 PM Tuesday, February 12 2019	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 06:51 PM Tuesday, February 12 2019
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**Duration:** 0 hour(s) and 51 minute(s) Non-stop  
**Status:** Confirmed - WestJet Booking Reference [REDACTED]  
**Online Check In:** Available 24 hours prior - [click here](#)  
**Baggage Allowance:** 0 Piece(s)

**Remarks:** PLEASE CHECK IN WITH WESTJET

**WestJet Flight WS3156 Economy Class**

Depart Calgary, Alberta Weather Arrive Lethbridge, Alberta Weather  
 Calgary International Airport Lethbridge Airport  
 07:45 PM Tuesday, February 12 2019 08:48 PM Tuesday, February 12 2019

Duration: 1 hour(s) and 3 minute(s) Non-stop  
 Status: Confirmed - WestJet Booking Reference [REDACTED]  
 Operated By: WESTJET ENCORE  
 Online Check In: Available 24 hours prior - [click here](#)  
 Baggage Allowance: 0 Piece(s)

Remarks: PLEASE CHECK IN WITH WESTJET ENCORE

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number	[REDACTED]					
WestJet		92.00	49.48	0.00	0.00	141.48
					Billed to [REDACTED]	
Vendor AC		276.10	27.48	0.00	0.00	303.58
Domestic Air					Billed to [REDACTED]	
	<b>Totals:</b>	<b>368.10</b>	<b>76.96</b>	<b>0.00</b>	<b>0.00</b>	<b>445.06</b>
					<b>Total Credit Card Billing:</b>	<b>445.06</b>
					<b>Balance Due:</b>	<b>0.00</b>

**From:** [REDACTED]  
**To:** [REDACTED]  
**Subject:** FW: Invoice and Itinerary for CHUBBS/KATHERINE MS - 05December18 - Vision Travel Locator: [REDACTED]  
**Date:** Wednesday, February 27, 2019 3:48:40 PM  
**Attachments:** [~WRD127.jpg](#)  
[image001.jpg](#)  
[image002.jpg](#)  
[image003.jpg](#)  
[image004.jpg](#)

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[REDACTED]  
**Corporate Travel Advisor**

9929 - 108 St, Edmonton, Alberta, T5K 1G8

**Office:** 780-425-8611  
**Toll-Free:** 888-255-0515

[REDACTED] [@visiontravel.ca](mailto:[REDACTED]@visiontravel.ca)  
[www.visiontravel.ca](http://www.visiontravel.ca)



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**From:** tripinfo@visiontravel.ca [mailto:tripinfo@visiontravel.ca]  
**Sent:** February-27-19 3:46 PM  
**To:** KATHERINE.CHUBBS@AHS.CA; [REDACTED]@[REDACTED].CA;  
[REDACTED]@VISIOINTRAVEL.CA; Trina Macauley  
**Subject:** Invoice and Itinerary for CHUBBS/KATHERINE MS - 05December18 - Vision Travel Locator: [REDACTED]

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

## Invoice/Itinerary

Invoice: [REDACTED] Issued: 27 November 2019	Agency Ref.: [REDACTED] Sales Person:	Customer Number: [REDACTED] Customer Ref.:
<b>ALBERTA HEALTH SERVICES</b> 10030 - 107 STREET EDMONTON AB	<b>Passenger(s):</b>	<b>CHUBBS/KATHERINE MS</b>

T5J 3E4

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

**AIR - Wednesday, December 5 2018 (Flown)** [Add To Calendar](#)

**Air Canada Flight AC8131 Economy Class**

**Depart** Edmonton, Alberta [Weather](#) **Arrive** Calgary, Alberta [Weather](#)  
Edmonton International Airport Calgary International Airport  
05:40 AM Wednesday, December 5 2018 06:41 AM Wednesday, December 5 2018

**Duration:** 1 hour(s) and 1 minute(s) Non-stop  
**Status:** Confirmed - Air Canada Booking Reference: [REDACTED]  
**Operated By:** AIR CANADA EXPRESS - JAZZ  
**FF Number:** [REDACTED] - CHUBBS/KATHERINE 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 - CHUBBS/KATHERINE MS  
PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

**AIR - Wednesday, December 5 2018 (Flown)** [Add To Calendar](#)

**Air Canada Flight AC7211 Economy Class**

**Depart** Calgary, Alberta [Weather](#) **Arrive** Lethbridge, Alberta [Weather](#)  
Calgary International Airport Lethbridge Airport  
08:45 AM Wednesday, December 5 2018 09:42 AM Wednesday, December 5 2018

**Duration:** 0 hour(s) and 57 minute(s) Non-stop  
**Status:** Confirmed - Air Canada Booking Reference: [REDACTED]  
**FF Number:** [REDACTED] - CHUBBS/KATHERINE 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 2A - CHUBBS/KATHERINE MS  
PLEASE CHECK IN WITH AIR CANADA EXPRESS - AIR GEORGIAN

**Invoice Details**

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number: [REDACTED]	[REDACTED]					
Vendor AC AIR CANADA		206.75	37.48	0.00	0.00	244.23
				Billed to: [REDACTED]		
	<b>Totals:</b>	<b>206.75</b>	<b>37.48</b>	<b>0.00</b>	<b>0.00</b>	<b>244.23</b>
				<b>Total Credit Card Billing:</b>		<b>244.23</b>
				<b>Balance Due:</b>		<b>0.00</b>