

AHS Board and Executive Expense Report

Name Katherine Chubbs
Title Chief Zone Officer, South Zone
Location Lethbridge
 Expenses submitted during the month of October 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)
Oct-19	P-Card	Meetings			160		160			
Oct-19	Expense Claim	Meetings		47			47			7,115
Oct-19	Direct Billing	Meetings	383				383			
Total			\$ 383	\$ 47	\$ 160	\$ -	\$ 590	\$ -	\$ -	\$ 7,115

Total for the Month \$ 7,705

Maximum daily single meal expense claimed in the month \$ 24
 Maximum daily base hotel rate claimed in the month \$ 149
 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								
CHUBBS, KATHERINE	Chief Zone Officer, South Zone	Lethbridge	\$ 159.61								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
9/18/2019	Senior Leaders event at Calgary Heritage Park the evening of September 18. Then QSO in person meeting September 19 from 1200 to 1630 hours.	AB - Other Zones	Accommodations	\$ 159.61				1			
Approver(s) for the claim		Approval Status		Approval Date							
HUBAND, BRENDA		Approve		25-Oct-19							

Courtyard by Marriott[®] Calgary South
3750 Market Street SE, Calgary AB T3M 2P2 P 587.349.7599
Marriott.com/YYCCS

Katherine/Ms Chubbs

Room: [REDACTED]
Room Type: KSOF
Number of Guests: 1
Rate: \$149.00

Clerk: [REDACTED]

Arrive: 18Sep19

Time: 09:04PM

Depart: 19Sep19

Time: 10:52AM

Folio Number [REDACTED]

DATE	DESCRIPTION	CHARGES	CREDITS
18Sep19	Room Charge	149.00	
18Sep19	Gst	7.67	
18Sep19	Hotel Levy	6.14	
18Sep19	Destination Marketing Fee	4.47	
19Sep19	Gst		7.67
19Sep19	Master Card		159.61
Card #: [REDACTED] Amount: 159.61 Auth: [REDACTED] Signature on File This card was electronically swiped on 18Sep19			
BALANCE:		0.00	

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AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
CHUBBS, KATHERINE	Chief Zone Officer, South Zone	Lethbridge	\$ 7,115.40								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
9/26/2019	Balance of relocation fee from April 2017 Receipt and claim today is for commission paid on sale of home in NL.	NL	Relocation	\$ 7,115.40			The home was listed in 2017 and just sold in Sep 2019 therefore an extension to the timelines was approved. Maximum allocated amount for the relocation was \$30,561.00 Previously claimed in April 2017 was \$23,445.60 Variance \$7,115.40	1			
Approver(s) for the claim		Approval Status		Approval Date							
HUBAND, BRENDA		Approve		30-Sep-19							

RE/MAX® INFINITY REALTY INC. **RE/MAX**®
AN INDEPENDENT MEMBER BROKER

434 Conception Bay Highway
Conception Bay South, NL, A1X 2B7
PH: 834-2066 Fax: 834-8601

INVOICE
HST # 802022830RT

September 26, 2018

To: [REDACTED]

Re: [REDACTED]

Vendor: Katherine & Scott Chubbs

Purchaser: [REDACTED]

Purchase Price: \$ [REDACTED]

TOTAL COMMISSION	\$	27,400.00
15% HST		4,110.00
LESS DEPOSIT		<u>(10,000.00)</u>
TOTAL PAYABLE	\$	<u>21,510.00</u>



Claiming only \$7,115.40 - Remaining amount of relocation claim



Relocation Assistance Expense Claim Summary

A completed copy of this Relocation Assistance Expense Claim Summary and all supporting receipts and documentation must be submitted to Accounts Payable in order for payment to be processed. The maximum that can be claimed is the amount of relocation assistance offered by your manager.

Employee Name (Last, First)		Employee Number
CHUBBS, KATHERINE		[REDACTED]
Department Name	Position Title	Employee FTE
South Zone Administration	Chief Zone Officer	1
Pre-Location (House hunting)		
Meals	\$0.00	
Accommodations	\$0.00	
Transportation	\$0.00	
Total Pre-Location	\$0.00	
Household		
Legal fees	\$0.00	
Real estate fees	\$7,115.40	
Household effects & one vehicle	\$21,515.33	
Mobile or modular home	\$0.00	
Total Household	\$28,630.73	
Relocation		
Meals	\$237.50	
Subsistence allowance (Spouse or Partner)	\$204.25	
Subsistence allowance (Dependant)	\$204.25	
Transportation	\$44.62	
Total Relocation	\$690.62	
Temporary Accommodation		
Total Temporary Accommodation	\$504.65	
Incidental		
Total Incidental	\$735.00	
Discretionary		
Mortgage penalty	\$0.00	
Tenancy lease penalty	\$0.00	
Interim financing/interest charges	\$0.00	
Total Temporary Accommodations, Incidental & Discretionary	\$0.00	
Total Expenses	\$30,561.00	
Maximum Amount Allowed	\$0.00	
<input checked="" type="checkbox"/> I confirm that these expenses are accurate. Employee Signature: <u>Kathleen Chu</u> Date (yyyy-Mon-dd): <u>2019/10/03</u>		
<input type="checkbox"/> I have reviewed this Relocation Assistance Expense Claim Summary expenses and approve the amount \$ <u>7115.40</u> for reimbursement.		
Manager's Name	Manager's Signature	Date (yyyy-Mon-dd)
Brenda Huband	<u>Brenda Huband</u>	<u>2019 Oct 3</u>

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
CHUBBS, KATHERINE	Chief Zone Officer, South Zone	Lethbridge	\$ 47.50									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
10/15/2019	Calgary ZEL retreat and EY Consultation	AB - Other Zones	Meals Per Diem	\$ 24.00				1				
10/16/2019	Calgary ZEL retreat and EY Consultation	AB - Other Zones	Meals Per Diem	\$ 23.50				1				
Approver(s) for the claim		Approval Status	Approval Date									
HUBAND, BRENDA		Approve	25-Oct-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

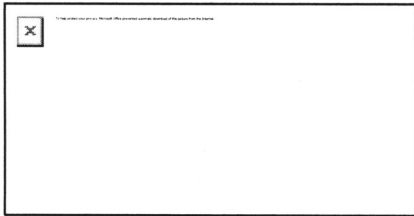
- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. accommodations, airline tickets, car rentals, hosting events and working sessions)
- Enter all expenses pertaining to professional development such as conferences and courses, etc.
- 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

Name : KATHERINE CHUBBS	Reporting Period for the Month of : Oct-19
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
23-Oct-2019	Direct Billing	Airline Ticket	Air Canada departing Lethbridge to Edmonton, October 23, 2019. Purpose of travel is both the PRIHS 2 day video panel review and the Health Advisory Council Fall Forum	Vision Travel	\$188.44
26-Oct-2019	Direct Billing	Airline Ticket	Air Canada return flight Oct. 26, 2019 Edmonton to Lethbridge. Purpose of travel is both he PRIHS 2 day video panel review and the Health Advisory Council Fall Forum	Vision Travel	\$171.48
26-Oct-2019	Direct Billing	Airline Ticket	Air Canada return flight Oct. 26, 2019 Edmonton to Lethbridge. Purpose of travel is both he PRIHS 2 day video panel review and the Health Advisory Council Fall Forum -Seat Selection	Vision Travel	\$23.10
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
Total Paid in the Month					\$ 383.02

From: tripinfo@visiontravel.ca
Sent: Tuesday, September 24, 2019 9:09 AM
To: [REDACTED]@VISIONTRAVEL.CA
Subject: Invoice and Itinerary for CHUBBS/KATHERINE MS - 23October19 - Vision Travel Locator: [REDACTED]

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

Invoice/Itinerary

Invoice: [REDACTED]
Issued: 24 September 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

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

Air Passenger Protection Regulations:

As of July 15, 2019, airlines will be required to meet new obligations concerning communication, denied boarding, tarmac delay, baggage and the transportation of musical instruments. For more information visit : <https://rppa-appr.ca>

AC : <https://www.aircanada.com/ca/en/aco/home/legal/conditions-carriage-tariffs.html>

AIR - Wednesday, October 23 2019

[Add To Calendar](#)

Air Canada Flight AC7988 Economy Class

Depart	Lethbridge, Alberta Weather	Arrive	Calgary, Alberta Weather
	Lethbridge Airport		Calgary International Airport
	11:55 AM Wednesday, October 23 2019		12:50 PM Wednesday, October 23 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] - CHUBBS/KATHERINE MS - please reconfirm at check-in
 Online Check In: Available 24 hours prior - [click here](#)

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

AIR - Wednesday, October 23 2019

[Add To Calendar](#)

Air Canada Flight AC8148 Economy Class

Depart	Calgary, Alberta Weather	Arrive	Edmonton, Alberta Weather
	Calgary International Airport		Edmonton International Airport
	02:00 PM Wednesday, October 23 2019		02:51 PM Wednesday, October 23 2019

Duration: 0 hour(s) and 51 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](#)

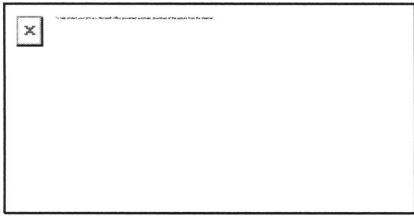
Remarks: SEAT 4C
 PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number	[REDACTED]					
Vendor AC AIR CANADA		160.96	27.48	0.00	0.00	188.44
				Billed to [REDACTED]		
	Totals:	160.96	27.48	0.00	0.00	188.44
				Total Credit Card Billing:		188.44
				Balance Due:		0.00

From: tripinfo@visiontravel.ca
Sent: Monday, September 23, 2019 2:14 PM
To: [REDACTED]
Subject: Invoice and Itinerary for CHUBBS/KATHERINE MS - 23October19 - Vision Travel Locator: [REDACTED]
Attachments: E-Ticket Receipt 1 [REDACTED] - October 23 2019 20140727.pdf

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

Invoice/Itinerary

Invoice: [REDACTED]
Issued: 23 September 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

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

Air Passenger Protection Regulations:

As of July 15, 2019, airlines will be required to meet new obligations concerning communication, denied boarding, tarmac delay, baggage and the transportation of musical instruments. For more information visit : <https://rppa-appr.ca>

WS : www.westjet.com/canadian-passenger-rights
AC : <https://www.aircanada.com/ca/en/aco/home/legal/conditions-carriage-tariffs.html>

AIR - Wednesday, October 23 2019

[Add To Calendar](#)

WestJet Flight WS3005 Economy Class

Depart	Lethbridge, Alberta Weather	Arrive	Calgary, Alberta Weather
	Lethbridge Airport		Calgary International Airport
	09:15 PM Wednesday, October 23 2019		10:02 PM Wednesday, October 23 2019

Duration: 0 hour(s) and 47 minute(s) Non-stop
 Status: Confirmed - WestJet Booking Reference [REDACTED]
 Operated By: WESTJET LINK BY PACIFIC COASTAL
 Online Check In: Available 24 hours prior - [click here](#)
 Baggage Allowance: 0 Piece(s)

Remarks: PLEASE CHECK IN WITH WESTJET LINK BY PACIFIC COASTAL

AIR - Wednesday, October 23 2019

[Add To Calendar](#)

WestJet Flight WS347 Economy Class

Depart	Calgary, Alberta Weather	Arrive	Edmonton, Alberta Weather
	Calgary International Airport		Edmonton International Airport
	11:00 PM Wednesday, October 23 2019		11:48 PM Wednesday, October 23 2019

Duration: 0 hour(s) and 48 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

AIR - Saturday, October 26 2019

[Add To Calendar](#)

Air Canada Flight AC8163 Economy Class

Depart	Edmonton, Alberta Weather	Arrive	Calgary, Alberta Weather
	Edmonton International Airport		Calgary International Airport
	06:30 PM Saturday, October 26 2019		07:30 PM Saturday, October 26 2019

Duration: 1 hour(s) and 0 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](#)

Remarks: SEAT 7C
PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

Air Canada Flight AC7989 Economy Class

Depart	Calgary, Alberta Weather Calgary International Airport 08:30 PM Saturday, October 26 2019	Arrive	Lethbridge, Alberta Weather Lethbridge Airport 09:24 PM Saturday, October 26 2019
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Duration: 0 hour(s) and 54 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](#)

Remarks: SEAT 8D
 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]					
WestJet	[REDACTED]	119.56	39.48	0.00	0.00	159.04
					Billed to: [REDACTED]	
Vendor AC AIR CANADA	[REDACTED]	134.00	37.48	0.00	0.00	171.48
					Billed to: [REDACTED]	
Vendor ACSEAT ACSEAT	[REDACTED]	23.10	0.00	0.00	0.00	23.10
					Billed to: [REDACTED]	
	Totals:	276.66	76.96	0.00	0.00	353.62
					Total Credit Card Billing:	353.62
					Balance Due:	0.00

\$159.04 was cancelled