

AHS Board and Executive Expense Report

Name Steve Rees
Title Chief Program Officer, Capital Management
Location Edmonton
 Expenses submitted during the month of August 2019

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				
Aug-19	P-Card	Meetings			160	168	328			
Aug-19	Direct Billing	Meetings	(345)				(345)			
Total			\$ (345)	\$ -	\$ 160	\$ 168	\$ (17)	\$ -	\$ -	\$ -

Total for the Month \$ (17)

Maximum daily single meal expense claimed in the month \$ -
 Maximum daily base hotel rate claimed in the month \$ 140
 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	\$ 327.52									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
7/17/2019	Taxi - Calgary Airport to Hotel - Trip to Calgary for meeting with FM&E staff at FMC re: HR issues - July 17, 2019	AB - Local	Taxi	\$ 47.30	Calgary Airport	Hotel		1				
7/18/2019	Hotel - Trip to Calgary for meeting with FM&E staff at FMC re: HR issues - July 17-18, 2019	AB - Local	Accommodations	\$ 160.22				1				
7/18/2019	Taxi - Edmonton Airport to SSP - Trip to Calgary for meeting with FM&E staff at FMC re: HR issues - July 18, 2019	AB - Local	Taxi	\$ 62.00	Edmonton Airport	SSP		1				
7/18/2019	Taxi - Hotel to FMC - Trip to Calgary for meeting with FM&E staff at FMC re: HR issues - July 18, 2019	AB - Local	Taxi	\$ 9.60	Hotel	FMC		1				
7/18/2019	Taxi - FMC to Calgary Airport - Trip to Calgary for meeting with FM&E staff at FMC re: HR issues - July 18, 2019	AB - Local	Taxi	\$ 48.40	FMC	Calgary Airport		1				
Approver(s) for the claim		Approval Status	Approval Date									
RHODES, DEBORAH		Approve	4-Sep-19									

(1) Taxi - Hotel to FMC - Trip to
Calgary for meeting with FM&E staff
at FMC re: HR issues - July 18, 2019

(3) Taxi - FMC to Calgary Airport - Trip to
Calgary for meeting with FM&E staff at
FMC re: HR issues - July 18, 2019

CALGARYUNITEDCABS#1551
#8 -5660 10TH ST NET2E8W7
CALGARY AB
27041079
QW2704107901

ASSOCIATED CAB
/ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY, AB T2E2N4
(403) 299-1111
CAR#996

SALE

07-18-2019 06:46:18
Acct [REDACTED]
Exp Date **/** Card Type MC
Name: REES/STEVE
[REDACTED]

MasterCard

Trace [REDACTED]
Inv. # [REDACTED]
Auth [REDACTED]

Sale \$7.60
Tip \$2.00

TOTAL \$9.60

+++++
00 APPROVED-THANK YOU
+++++

Retain this copy for your
records
Customer copy

www.calgarycabs.ca
403-777-1111

SALE

Batch #: [REDACTED] SEQ [REDACTED]
07/18/19 [REDACTED]
APPR CODE [REDACTED]
MASTERCARD [REDACTED]

AMOUNT \$41.40
TIP \$7.00
TOTAL \$48.40

00 - APPROVED - 001

MasterCard
[REDACTED]

Thank You
Please Come Again

CUSTOMER COPY

(2) Hotel - Trip to Calgary for meeting with FM&E staff at FMC re: HR issues - July 17-18, 2019



4

07-18-19

Stephen Rees Ca Ca Canada	Folio No. :	[REDACTED]	Room No. :	[REDACTED]
	A/R Number :	[REDACTED]	Arrival :	07-17-19
	Group Code :	[REDACTED]	Departure :	07-18-19
	Company :	[REDACTED]	Conf. No. :	[REDACTED]
	Membership No. :	[REDACTED]	Rate Code :	IMSTI
	Invoice No. :	[REDACTED]	Page No. :	1 of 1

Date	Description	Charges	Credits
07-17-19	*Room Charge	139.99	
07-17-19	2% CTR	2.80	
07-17-19	DMF 3%	4.20	
07-17-19	Tourism Levy and hotel fees	5.88	
07-17-19	5% GST Room Tax	7.35	
07-18-19	MasterCard -Manual [REDACTED]		160.22
Total		160.22	160.22
Balance		0.00	

Guest Signature: _____

I have received the goods and / or services in the amount shown here on. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

HOLIDAY INN EXPRESS
CALGARY UN
2373 BANFF TRAIL NW
CALGARY AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2019/07/18
TIME 9489 06:39:22
RECEIPT NUMBER [REDACTED]

PURCHASE TOTAL
\$160.22

PASSWORD USED
APPROVED
AUTH# [REDACTED]
THANK YOU

CARDHOLDER WILL PAY
CARD ISSUER ABOVE AMOUNT
PURSUANT TO CARDHOLDER
AGREEMENT.

CARDHOLDER COPY
IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Holiday Inn Express & Suites Calgary University
2373 Banff Trail North West
Calgary, Alberta Canada T2M 4L2
Telephone: (587) 390-6100 Fax: (587) 390-6111
GST R890139793 RT0001

(4) Taxi - Calgary Airport to Hotel - Trip to Calgary for meeting with FM&E staff at FMC re: HR issues - July 17, 2019

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
CAR#1187

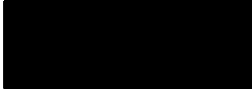
SALE

Batch #: [REDACTED] RE: [REDACTED]
07/17/19 SEQ: [REDACTED] 21:54:36
APPR CODE [REDACTED]
MASTERCARD [REDACTED]

AMOUNT \$41.30
TIP \$6.00
TOTAL \$47.30

00 - APPROVED - 001

MasterCard



THANK YOU

CUSTOMER COPY

(5) Taxi - Edmonton Airport to SSP - Trip to Calgary for meeting with FM&E staff at FMC re: HR issues - July 18, 2019

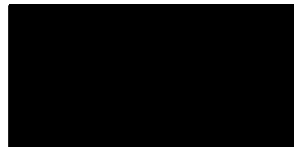
AIRPORT TAXI SERVICE
4608 101 ST.
(7808907070)
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2019/07/18
TIME 6069 13:07:09
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$55.00
TIP \$7.00
TOTAL

\$62.00

MasterCard



APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST 81757 4536 RT0001

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 : Steve Rees	Reporting Period for the Month of : Aug-19
--------------------------	---

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
24-Jul-2019	Direct Billing	Airline Ticket	Credit for June 25, 2019 flight from Calgary to Medicine Hat that was canceled by Air Canada -South Zone Staff Engagement & site tours	Vision Travel	-\$344.96
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
Total Paid in the Month					\$ (344.96)

From: [REDACTED]@visiontravel.ca>
Sent: Tuesday, September 10, 2019 11:54 AM
To: [REDACTED]
Subject: FW: Invoice and Itinerary for REES/STEPHEN P MR - 25June19 - Vision Travel Locator: [REDACTED]

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.



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

Invoice/Itinerary

Invoice: [REDACTED]
Issued: 06 June 2019

Agency Ref.: [REDACTED]
Sales Person:

Customer Number: [REDACTED]
Customer Ref.:

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

Passenger(s): REES/STEPHEN P MR

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 - Tuesday, June 25 2019 (Flown)

[Add To Calendar](#)

Air Canada Flight AC8131 Economy Class

Depart	Edmonton, Alberta Weather Edmonton International Airport 06:00 AM Tuesday, June 25 2019	Arrive	Calgary, Alberta Weather Calgary International Airport 06:53 AM Tuesday, June 25 2019
---------------	---	---------------	---

Duration: 0 hour(s) and 53 minute(s) Non-stop
Status: Confirmed - Air Canada Booking Reference: [REDACTED]
FF Number: [REDACTED] - REES/STEPHEN P MR - please reconfirm at check-in
Online Check In: Available 24 hours prior - [click here](#)
E Upgrade: For Eligible Flight - Aeroplan Members [click here](#)

AIR - Tuesday, June 25 2019 (Flown)

[Add To Calendar](#)

Air Canada Flight AC7995 Economy Class

Depart	Calgary, Alberta Weather Calgary International Airport 10:15 AM Tuesday, June 25 2019	Arrive	Medicine Hat, Alberta Weather Medicine Hat Airport 11:12 AM Tuesday, June 25 2019
---------------	---	---------------	---

Duration: 0 hour(s) and 57 minute(s) Non-stop
Status: Cancelled - Air Canada Booking Reference: [REDACTED]
FF Number: [REDACTED] - REES/STEPHEN P MR - please reconfirm at check-in
Online Check In: Available 24 hours prior - [click here](#)
E Upgrade: For Eligible Flight - Aeroplan Members [click here](#)

AIR - Tuesday, June 25 2019 (Flown)

[Add To Calendar](#)

Air Canada Flight AC7940 Economy Class

Depart	Medicine Hat, Alberta Weather Medicine Hat Airport 07:00 PM Tuesday, June 25 2019	Arrive	Calgary, Alberta Weather Calgary International Airport 08:02 PM Tuesday, June 25 2019
---------------	---	---------------	---

Duration: 1 hour(s) and 2 minute(s) Non-stop
Status: Cancelled - Air Canada Booking Reference: [REDACTED]
FF Number: [REDACTED] - REES/STEPHEN P MR - please reconfirm at check-in
Online Check In: Available 24 hours prior - [click here](#)
E Upgrade: For Eligible Flight - Aeroplan Members [click here](#)

Remarks: PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

Air Canada Flight AC8168 Economy Class

Depart	Calgary, Alberta Weather Calgary International Airport 10:55 PM Tuesday, June 25 2019	Arrive	Edmonton, Alberta Weather Edmonton International Airport 11:45 PM Tuesday, June 25 2019
---------------	---	---------------	---

Duration: 0 hour(s) and 50 minute(s) Non-stop
Status: Cancelled - Air Canada Booking Reference: [REDACTED]
FF Number: [REDACTED] - REES/STEPHEN P MR - please reconfirm at check-in
Online Check In: Available 24 hours prior - [click here](#)
E Upgrade: For Eligible Flight - Aeroplan Members [click here](#)

Remarks: PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Vendor WEBSAV AIR CANADA	[REDACTED]	-300.00	-44.96	0.00	0.00	-344.96
				Billed to: [REDACTED]		
	Totals:	-300.00	-44.96	0.00	0.00	-344.96
				Balance Due:		0.00