

AHS Board and Executive Expense Report

Name Catherine MacNeill
Title Corporate Secretary (Acting)
Location Calgary

Expenses submitted during the month of January 2016

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-16	Expense Claim	Meetings		276	629	208	1,113			
Jan-16	Direct Billing	Meetings				402	402			
Total			\$ -	\$ 276	\$ 629	\$ 610	\$ 1,515	\$ -	\$ -	\$ -

Total for the Month \$ 1,515

Maximum daily single meal expense claimed in the month \$ 40
 Maximum daily base hotel rate claimed in the month \$ 145
 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
MACNEILL, CATHERINE	Corporate Secretary - Acting	Calgary	1,112.96

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
1/6/2016	Travel to Edmonton for Quality & Safety Committee Meeting	AB - Other Zones	Taxi	33.00				1			
1/6/2016	Attendance at Quality & Safety Committee Meeting	AB - Other Zones	Meals - Dinner	36.96				1	1	Catherine MacNeill	
1/7/2016	Attendance at Quality & Safety Committee Meeting		Meals Per Diem	29.95			B/F & Dinner	1			
1/7/2016	Return travel from Quality & Safety Committee Meeting	AB - Other Zones	Taxi	37.92				1			
1/7/2016	Attendance at Quality & Safety Committee Meeting	AB - Other Zones	Accommodations	155.32				1			
1/19/2016	Attendance at Governance, Audit & Risk and Finance Committee Meetings	AB - Other Zones	Meals - Dinner	36.96				1	1	Catherine MacNeill	
1/19/2016	Travel to Edmonton for Governance, Audit & Risk and Finance Committee Meetings	AB - Other Zones	Taxi	34.60				1			
1/20/2016	Attendnace at Governance, Audit & Risk and Finance Committee Meetings	AB - Other Zones	Accommodations	310.64				2			
1/20/2016	Attendnace at Governance, Finance and Audit & Risk Committee meetings		Meals Per Diem	62.35			20-Jan-16 B/F & Lunch 21-Jan-16 B/F, Lunch & Dinner	2			
1/20/2016	Attendance at Governance, Audit & Risk and Finance Committee Meetings	AB - Other Zones	Meals - Dinner	40.00				1	1	Catherine MacNeill	
1/21/2016	Return travel from Governance, Audit & Risk and Finance Committee Meetings	AB - Other Zones	Taxi	35.52				1			
1/27/2016	Attendance at Board Meetings	AB - Other Zones	Meals - Dinner	40.00				1	1	Catherine MacNeill	
1/27/2016	Travel to Edmonton for Board Meetings	AB - Other Zones	Taxi	30.00				1			
1/28/2016	Attendance at Board Meetings	AB - Other Zones	Accommodations	162.79				1			
1/28/2016	Attendance at Board Meetings		Meals Per Diem	29.95			B/F & Dinner	1			
1/28/2016	Return travel from Edmonton for Board Meetings	AB - Other Zones	Taxi	37.00				1			
Approver(s) for the claim		Approval Status		Approval Date							
GILCHRIST, TODD		Approve		16-Feb-16							

Dinner

Matrix Hotel
MZ Lounge
10640-100 Avenue
GST # 866344302

Check # [REDACTED] Guests: 1

01/06/2016 08:15PM

1	MATRIX BURGER	17.00
1	POP	2.38
1	FRUIT SALAD	6.00
1	SIDE GRAVY	3.00
	Delivery Charge	2.00
	Grat 17%	4.02
	Subtotal	28.38
	G.S.T.	1.76
	Service Chrg	6.82
	Total Due	\$36.96

GRATUITY _____

TOTAL _____

Signature _____

Guest Name _____

Room # _____

Home → Red Arrow

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

SALE

MID: 4189233
TID: 00189233 REF#: 00000002
Batch #: 011 SEQ: 011001001002
01/06/16 16:03:04
APPR CODE [REDACTED]
MASTERCARD [REDACTED]

AMOUNT \$27.00
TIP \$6.00
TOTAL \$33.00

00 - APPROVED - 001

MasterCard
AID: A0000000041010
TVR: 00 00 00 80 00
TSE: E8 00

THANK YOU

CUSTOMER COPY

Red Arrow → Home

316 MERIDIAN ROAD SE
CALGARY, AB T2A 1X2

TERMINAL ID: 3147632-971
MERCHANT ID: 432785CR
VEHICLE ID: 1255
ORDER ID: 8772
GST ACCOUNT #: 801439688
TRIP NUMBER: 5876173
PASSENGERS: 1

01-07-2016
START: 20.39 END: 20:53
DISTANCE: 147.00 RATE: 3.

FARE AMOUNT: \$ 30.10

TAX AMOUNT: \$ 1.50
TIP AMOUNT: \$ 6.30

TOTAL: \$ 37.92

MASTER CARD SALE

APPROVAL NUMBER

PASSENGER COPY

THANK YOU
14033299 9999
WWW.THECHECKERGROUP.COM

37.92



Ms Catherine MacNeill

Room Number: [REDACTED]
 Arrival Date: 01-06-16
 Departure Date: 01-07-16
 Page No: 1 of 1

Guest Name:

INFORMATION INVOICE

Folio No.

Date	Description	Charges	Credits
01-06-16	Room Service Room# 1106 : CHECK# 534	36.96	meal
01-06-16	Room Revenue	145.00	
01-06-16	Destination Marketing Fee - 3%	4.35	
01-06-16	Tourism Levy - 4%	5.97	
Total		192.28	0.00
Balance		192.28	

192.28
 36.96 (meal)

 155.32 (Hotel)

Signature: _____

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges G.S.T #866344302 RT 0001

Dinner

Matrix Hotel
MZ Lounge
10640-100 Avenue
GST # 866344302

Only
Claimed
\$40.00

IN ROOM

Guests: 1

01/20/2016 07:34PM

MATRIX HOUSE SALAD 10.00
PARPPARDELLE 13.00
FRUIT SALAD 6.00
POP 2.38
Grat 17% 5.33
Delivery Charge 2.00

Subtotal 31.38
G.S.T. 1.94
Service Chrg 7.33

Total Due \$40.65

GRATUITY _____

TOTAL _____

Signature _____

Guest Name _____

Room # _____

Dinner

Matrix Hotel
MZ Lounge
10640-100 Avenue
GST # 866344302

9 IN ROOM

Check: [REDACTED]

Guests: 1

01/19/2016 08:14PM

1 POUTINE 10.00
1 MATRIX HOUSE SALAD 10.00
1 FRUIT SALAD 6.00
1 POP 2.38
Delivery Charge 2.00
Grat 17% 4.82

Subtotal 28.38
G.S.T. 1.76
Service Chrg 6.82

Total Due \$36.96

GRATUITY _____

TOTAL _____

Signature _____

Guest Name _____

Room # _____

Home → Red Arrow

ASSOCIATED CAB ALTA LTD
387 - 41 AVE NE (483) 299-1111
INSIST ON THE PROFESSIONALS

DATE: 2016/01/19
PICK-UP TIME: 15:44
DROP-OFF TIME: 16:03
TRIP ID: 807236
LOCATION: 873888-45024183787
CAR NUMBER: 1668
DRIVER: 527815
CARD TYPE: MC
CARD: [REDACTED]
EXPIRY: [REDACTED]
AUTH: [REDACTED]

FARE (\$) 28.60
EXTRA (\$) 0.88
SUBTTL (\$) 28.60

TIP (\$) 6.00

TOTAL (\$) \$34.60

SIGNATURE: C. MacNab

FOR ONLINE TAXI BOOKINGS VISIT
OUR WEBSITE@WWW.ASSOCIATEDCAB.CA

CUSTOMER'S COPY

Red Arrow →
Home

CHECKER: YELLOW CAB
316 MERIDIAN ROAD SE
CALGARY, AB T2A 1X2

Merchant ID: 4327650M
Driver ID: 10064
Record Num: 0002
Sale

Account: [REDACTED]
MasterCard Entry Method: Chip
Amount: \$ 29.60
TIP: \$ 5.92
Total: CAD\$ 35.52
2016/01/21 20:15:59
Resp Code: 00
TVE: 0000000000
ISE: F100

Inv# [REDACTED] Appr Code: [REDACTED]
Apprvd: Online Batch# [REDACTED]
TRN Ref #: [REDACTED] [REDACTED]

THANK YOU
(403)259-3939
WWW.THECABGROUP.COM



Ms Catherine MacNeill



Room Number: [Redacted]
Arrival Date: 01-19-16
Departure Date: 01-21-16
Page No: 1 of 1

Guest Name

INFORMATION INVOICE

Folio No:

01-21-16

Date	Description	Charges	Credits
01-19-16	Room Service Room# 0910 : CHECK# 49	36.96	(meal)
01-19-16	Room Revenue	145.00	
01-19-16	Destination Marketing Fee - 3%	4.35	
01-19-16	Tourism Levy - 4%	5.97	
01-20-16	Room Service Room# 0910 : CHECK# 191	40.65	(meal)
01-20-16	Room Revenue	145.00	
01-20-16	Destination Marketing Fee - 3%	4.35	
01-20-16	Tourism Levy - 4%	5.97	
Total		388.25	0.00
Balance		388.25	

\$310.64

(40.61)

310.64

Signature:

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #866344302 RT 0001

Dinner

Matrix Hotel
MZ Lounge
10640-100 Avenue
GST # 866344302

Only
Claimed
\$40.00

Check # [REDACTED] Guests: 2
01/27/2016 08:28PM

1	*OPEN FOOD	2.00
	2 DINNER ROLLS	
1	BEETS 2 WAY	15.00
1	CHICKEN BITES	15.00
1	POP	2.50

Subtotal 34.50
G.S.T. 1.73

Total Due \$36.23

GRATUITY 6.00

TOTAL 42.23

Signature _____

Guest Name _____

Room # _____

Home → Red Arrow

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

SALE

MID: 4189233
TID: HZ189233 REF#: 00000004
Batch #: 035 SEQ: 035001001004
01/27/16 14:46:40
APPR CODE: [REDACTED]
MASTERCARD

AMOUNT \$30.00

00 - APPROVED - 001

MasterCard
AID: A0000000041010
TVR: 00 00 00 80 00
TSI: E8 00

THANK YOU

CUSTOMER COPY

Red Arrow → Home

ASSOCIATED CAB
404-35 AVENUE N E T2E2K7
CALGARY AB
22143180

|||| PURCHASE ||||

01-28-2016 20:23:59
Acct # [REDACTED] C
Exp Date 05/19 Card Type MC
Name: CATHERINE MACNEILL
A0000000041010 MasterCard

Trace [REDACTED]
Inv. # [REDACTED]
Auth # [REDACTED] RRN 001001321
TVR 0000000000 TSI E000
TC 5499C85516256D48

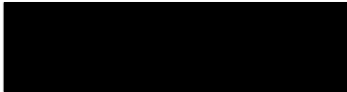
Total \$37.00

(00) APPROVED-THANK YOU
(PIN VERIFIED)

Retain this copy for your records
Merchant copy



MS Catherine Macneill



Room Number: [Redacted]
Arrival Date: 01-27-16
Departure Date: 01-28-16
Page No: 1 of 1

Guest Name:

INFORMATION INVOICE

Folio No:

01-27-16

Date	Description	Charges	Credits
01-27-16	Room Service	42.23	
	Room# 0507 : CHECK# 1148		
01-27-16	Room Revenue	145.00	
01-27-16	Destination Marketing Fee - 3%	4.35	
01-27-16	Tourism Levy - 4%	5.97	
01-27-16	Room GST - 5%	7.47	
Total		205.02	0.00
Balance		205.02	
		(42.23)	
		<u>162.79</u>	

Signature:

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges G.S.T #866344302 RT 000]

Executive Expenses Report Direct Billing Summary

Purpose of This Form:

The purpose of this form is to report expenses incurred on behalf of a designated Executive 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 : Catherine MacNeill	Reporting Period for the Month of : Jan-16
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DD-MMM-YY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
06-Jan-16	Direct Billing	Other Transportation	Red Arrow from Calgary to Edmonton and Return (January 7) to attend the Quality & Safety Committee Meeting	Marlin Travel	133.92
19-Jan-16	Direct Billing	Other Transportation	Red Arrow from Calgary to Edmonton and Return (Jan 21) to attend Governance Committee meeting on Jan 20, Finance Committee meeting and Audit & Risk Committee meeting on Jan 21	Marlin Travel	133.92
27-Jan-16	Direct Billing	Other Transportation	Red Arrow from Calgary to Edmonton and Return (Jan 28) to attend Board Meetings	Marlin Travel	133.92
	Direct Billing	Choose from Drop-down List		Marlin Travel	-
	Direct Billing	Choose from Drop-down List		Marlin Travel	-
Total Paid in the Month					\$ 401.76

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.
EDMONTON, AB T5K 1G8
GST Reg#: 885101915

Branch:

Agent:

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number:

Date:

December 15, 2015

Page:

1/2

Our Reference:

INVOICE

For

MS CATHERINE MACNEILL

Wednesday, January 6, 2016

 Air

OTHER TRAVEL

Flight: 100

ECONOMY CLASS

From: CALGARY AB

04:30 PM

To: EDMONTON AB

07:50 PM

Mile(s) Flown: 163

Stops: 0 Arrival: 06Jan16

RED ARROW ORDER NUMBER -

DEPARTING CALGARY TICKET SEAT NUMBER - 06A

Thursday, January 7, 2016

 Air

OTHER TRAVEL

Flight: 110

ECONOMY CLASS

From: EDMONTON AB

04:30 PM

To: CALGARY AB

07:50 PM

Mile(s) Flown: 163

Stops: 0 Arrival: 07Jan16

RED ARROW ORDER NUMBER -

DEPARTING EDMONTON TICKET SEAT NUMBER - 06A

Cost:

RED ARROW MOTORCOACH

133.92

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: December 15, 2015
Page: 2/2
Our Reference: [REDACTED]

INVOICE

Total:

Grand Total:	133.92
Less Credit Card Payments:	133.92
Credit / Balance Due To This Invoice:	0.00
Total Balance Due:	0.00

FOR YOUR RECORDS.

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE
ACCEPTED:.....DECLINED:.....
DOCUMENTATION REQUIRED:VALID PASSPORT...VISA..TOURIST CARD..
...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....
PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR
TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.
CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY
GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL
1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT
1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0
OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.
EDMONTON, AB T5K 1G8
GST Reg#: 885101915

Branch: [REDACTED]
Agent: [REDACTED]

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: December 15, 2015
Page: 1/2
Our Reference: [REDACTED]

INVOICE

For
MS CATHERINE MACNEILL

Tuesday, January 19, 2016

 **Air**

OTHER TRAVEL **Flight:** 100 ECONOMY CLASS
From: CALGARY AB 04:30 PM
To: EDMONTON AB 07:50 PM **Mile(s) Flown:** 163
Stops: 0 **Arrival:** 19Jan16
RED ARROW ORDER NUMBER - [REDACTED]
DEPARTING CALGARY TICKET [REDACTED] SEAT NUMBER - 06A

Thursday, January 21, 2016

 **Air**

OTHER TRAVEL **Flight:** 110 ECONOMY CLASS
From: EDMONTON AB 04:30 PM
To: CALGARY AB 07:50 PM **Mile(s) Flown:** 163
Stops: 0 **Arrival:** 21Jan16
RED ARROW ORDER NUMBER - [REDACTED]
DEPARTING EDMONTON TICKET [REDACTED] SEAT NUMBER - 06A

Cost:
RED ARROW MOTORCOACH [REDACTED] [REDACTED] 133.92

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: December 15, 2015
Page: 2/2
Our Reference: [REDACTED]

INVOICE

Total:

Grand Total:	133.92
Less Credit Card Payments:	133.92
Credit / Balance Due To This Invoice:	0.00
Total Balance Due:	0.00

FOR YOUR RECORDS.

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE
ACCEPTED:.....DECLINED:.....
DOCUMENTATION REQUIRED:VALID PASSPORT...VISA..TOURIST CARD..
...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....
PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR
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GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL
1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT
1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0
OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.
EDMONTON, AB T5K 1G8
GST Reg#: 885101915

Branch: [REDACTED]
Agent: [REDACTED]

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: December 15, 2015
Page: 1/2
Our Reference: [REDACTED]

INVOICE

For
MS CATHERINE MACNEILL

Wednesday, January 27, 2016

 **Air**

OTHER TRAVEL **Flight:** 100 ECONOMY CLASS
From: CALGARY AB 04:30 PM
To: EDMONTON AB 07:50 PM **Mile(s) Flown:** 163
Stops: 0 **Arrival:** 27Jan16
RED ARROW ORDER NUMBER - [REDACTED]
DEPARTING CALGARY TICKET [REDACTED] SEAT NUMBER - 05B

Thursday, January 28, 2016

 **Air**

OTHER TRAVEL **Flight:** 110 ECONOMY CLASS
From: EDMONTON AB 04:30 PM
To: CALGARY AB 07:50 PM **Mile(s) Flown:** 163
Stops: 0 **Arrival:** 28Jan16
RED ARROW ORDER NUMBER - [REDACTED]
DEPARTING EDMONTON TICKET [REDACTED] SEAT NUMBER - 05B

Cost:
RED ARROW MOTORCOACH [REDACTED] [REDACTED] 133.92

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: December 15, 2015
Page: 2/2
Our Reference: [REDACTED]

INVOICE

Total:

Grand Total:	133.92
Less Credit Card Payments:	133.92
Credit / Balance Due To This Invoice:	0.00
Total Balance Due:	0.00

FOR YOUR RECORDS.

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE
ACCEPTED:.....DECLINED:.....
DOCUMENTATION REQUIRED:VALID PASSPORT...VISA..TOURIST CARD..
...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....
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TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.
CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY
GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL
1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT
1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0
OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.