

AHS Board and Executive Expense Report

Name Brenda Hubley
Title Chief Program Officer CancerControl Alberta
Location Edmonton
 Expenses submitted during the month of November 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)
Nov-19	P-Card	Meetings			807	341	1,148			
Nov-19	Expense Claim	Meetings		72			72			
Nov-19	Direct Billing	Meetings	622				622			
Total			\$ 622	\$ 72	\$ 807	\$ 341	\$ 1,842	\$ -	\$ -	\$ -

Total for the Month \$ 1,842

Maximum daily single meal expense claimed in the month \$ 24
 Maximum daily base hotel rate claimed in the month \$ 251
 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								
HUBLEY, BRENDA	Chief Program Officer CancerControl Alberta	Edmonton	\$ 1,148.04								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
10/16/2019	Tom Baker Cancer Center in Calgary - Leadership monthly meeting - for the night of Oct 15, 2019	AB - Local	Accommodations	\$ 171.44				1			
10/17/2019	Tom Baker Cancer Center in Calgary - Leadership monthly meeting	AB - Local	Taxi	\$ 47.30	Tom Baker Cancer Centre	Calgary Airport		1			
10/17/2019	Tom Baker Cancer Center in Calgary - Leadership monthly meeting	AB - Local	Taxi	\$ 9.30	Aloft Hotel	Tom Baker Cancer Centre		1			
10/18/2019	Town Hall - Jack Ady Cancer Centre in Calgary - for the night of Oct 16, 2019	AB - Local	Accommodations	\$ 140.44				1			
10/25/2019	Advisory Council Fall Forum in Edmonton	AB - Local	Taxi	\$ 18.86	home	Delta Hotel - Edmonton		1			
10/25/2019	Advisory Council Fall Forum in Edmonton	AB - Local	Taxi	\$ 20.01	Delta Hotel	Sun Life Place		1			
10/30/2019	Indigenous Cancer Strategy Project Launch - Holiday Inn - Nisku (meeting venue)	AB - Local	Taxi	\$ 54.40	home	Holiday Inn - Nisku		1			
11/2/2019	Canadian Cancer Research Conference in Ottawa	AB - Local	Taxi	\$ 53.00	home	Edmonton Airport		1			
11/2/2019	Canadian Cancer Research Conference in Ottawa - for the nights of Nov 2 and 3, 2019	ON	Accommodations	\$ 494.76				2			
11/2/2019	Canadian Cancer Research Conference in Ottawa	ON	Taxi	\$ 36.72	Ottawa Airport	Westin Hotel		1			
11/4/2019	Canadian Cancer Research Conference in Ottawa	ON	Taxi	\$ 38.56	Westin Hotel	Ottawa Airport		1			
11/4/2019	Canadian Cancer Research Conference in Ottawa	AB - Local	Taxi	\$ 63.25	Edmonton Airport	Home		1			
Approver(s) for the claim		Approval Status		Approval Date							
CHIES, MAURO A		Approve		2-Dec-19							

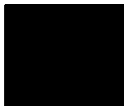
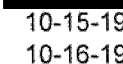




DELTA
CALGARY SOUTH

135 Southland Drive S.E Calgary, Alberta, T2J 5X5
Telephone: 403-278-5050 Fax: 403-225-5834

line # 1

Ab Health Services
Ms Brenda Hubley

Room: 
Folio: 
Cashier: 
Arrival: 10-15-19
Departure: 10-16-19

Date	Description	Additional Information	Charges	Credits
10-15-19	Room Charge		154.00	
10-15-19	DMF		4.02	
10-15-19	Tourism Levy		5.52	
10-15-19	Rooms - GST		7.90	
10-16-19	Master Card			171.44

GST Summary

Registration No: 895126332

Room 7.90

F&B 0.00

Other 9.54

Total 17.44

Total	171.44	171.44
Balance Due	0.00	CDN

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

Brenda Hubkey

November 2019 Expense Claim

pg 1

TBCC → YKC

Checker Taxi
316 Meridian Rd SE
Calgary, AB
T2A 1X2
(403) 299-9999
www.thecheckergroup.com

Oct 17, 19 16:36

Car#
Driver#
Driver Tax#
Booking#

From:
2019-10-17 4:05:30 PM

To:
2019-10-17 4:36:02 PM

Flagfall	\$3.80
Fare	\$37.00
Extras	\$0.00
Total + Tip	\$47.30
Subtotal	\$40.80

Tip	\$6.50
Card Charged	\$47.30
Tax	\$1.94

Hole! → TBCC

Checker Taxi
316 Meridian Rd SE
Calgary, AB
T2A 1X2
(403) 299-9999
www.thecheckergroup.com

Oct 17, 19 08:02

Car#
Driver#
Driver Tax#
Booking#

From:
2359 Banff Trl NW
Calgary
2019-10-17 7:57:40 AM

To:
2019-10-17 8:01:37 AM

Flagfall	\$3.80
Fare	\$4.00
Extras	\$0.00
Total + Tip	\$9.30
Subtotal	\$7.80

Tip	\$1.50
Card Charged	\$9.30
Tax	\$0.37

TBCC Leadership meetings

Taxi from
TBCC to YKC

SunLife → Delta
Fall Forum
GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD
CARD TYPE
DATE
TIME
INVOICE #
RECEIPT NUMBER

PURCHASE	
AMOUNT	\$17.40
TIP	\$2.61
TOTAL	\$20.01

Taxi-SunLife office
to Delta
Advisory Council
Fall Forum

Delta → Home
GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD
CARD TYPE
DATE
TIME
INVOICE #
RECEIPT NUMBER

PURCHASE	
AMOUNT	\$16.40
TIP	\$2.46
TOTAL	\$18.86

Taxi - Delta to home
Fall Forum mtg

Travel to
Indigenous Strategy
GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD
CARD TYPE
DATE
TIME
INVOICE #
RECEIPT NUMBER

PURCHASE	
AMOUNT	\$49.40
TIP	\$5.00
TOTAL	\$54.40

Taxi - from home to
Nisku - Holiday Inn
Indigenous Cancer Strategy
Project Launch

line 2 .

Aloft Calgary University
2359 Banff Trail NW
Calgary, AB T2M 4LZ
Canada
Tel: 403-289-1973 Fax: 403-282-1241



BRENDA HUBLEY

Page Number : 1 Invoice Nbr :
Guest Number :
Folio ID :
16-OCT-19 19:42
17-OCT-19 07:10
1

Tax Invoice

Tax ID : 893755702RT0001

Aloft Calgary YYCUL OCT-17-2019 07:20

Date	Reference	Description	Charges (CAD)	Credits (CAD)
16-OCT-19		Room Chrg - Govt./Military	125.10	
16-OCT-19		GST	6.44	
16-OCT-19		Tourism Levy	5.15	
16-OCT-19		Destination Marketing Fee	3.75	
17-OCT-19		MasterCard		- 140.44

For Authorization Purpose Only

Date	Time	Code	Authorized
16-OCT-19	19:41	032125	162.63

** Total	140.44	- 140.44
*** Balance	0.00	

Continued on the next page

Brenda Hubday November 2019 Expense

YOW to Home

Home to YEG

YEG to YOW

BLUE LINE TAXI
(613) 238-1111

Merchant ID [REDACTED]
Driver ID: [REDACTED]
Record Num [REDACTED]

Sale

Application Label: MasterCard

MASTERCARD Entry Method: Chip

Amount: \$ 31.93
Tip: \$ 4.79

Total: CAD\$ 36.72

2019/11/02 21:05:16
Resp Code [REDACTED]

GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2019/11/02
TIME 7085 10:20:56
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$48.00
TIP \$5.00
TOTAL \$53.00

MasterCard

BLUE LINE TAXI
(613) 238-1111

TERMINAL ID: [REDACTED]
MERCHANT ID: [REDACTED]
VEHICLE ID: [REDACTED]
DRIVER ID: [REDACTED]

TRIP NUMBER: 6043
PASSKEYS: 1

11/04/2019 11:05:02
START: 15:00

FARE AMOUNT \$ 32.53
TIP AMOUNT \$ 5.00
TOTAL \$ 37.53

MASTERCARD [REDACTED]
AUTHORISED [REDACTED]

Canadian Cancer (CCRC)
Research Conference
Ottawa - Taxi
Ottawa Airport to
Westin Hotel
(Conference venue)

CCRC - Ottawa
taxi from home
to YEG.

CCRC - Ottawa
taxi from Conf.
(Westin) to YOW

YEG to Home

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

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2019/11/04
TIME 0485 20:16:30
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$55.00
TIP \$8.25
TOTAL \$63.25

CCRC - Ottawa
taxi from YEG
to home

The Westin Ottawa
11 Colonel By Drive
Ottawa, ON K1N 9H4
Canada
Tel: 613-560-7000 Fax: 613-234-5396

WESTIN®

HOTELS & RESORTS

BRENDA HUBLEY

Page Number : 1 Invoice Nbr :
Guest Number :
Folio ID :
Arrive Date : 02-NOV-19 21:08
Depart Date : 04-NOV-19 11:04
No. Of Guest : 1
Room Number :
Marriott Bonvoy Number :

Tax Invoice

Tax ID : 811719848RT0001

The Westin Ott YOWWI NOV-04-2019 11:10

Date	Reference	Description	Charges (CAD)	Credits (CAD)
02-NOV-19		Room Chrg - Govt./Military	170.00	
02-NOV-19		Tax Other	22.10	
02-NOV-19		Municipal Accomodation Tax	6.80	
02-NOV-19		Municipal Accomodation Tax HST	0.88	
03-NOV-19		Room Chrg - Govt./Military	251.00	
03-NOV-19		Tax Other	32.63	
03-NOV-19		Municipal Accomodation Tax	10.04	
03-NOV-19		Municipal Accomodation Tax HST	1.31	
04-NOV-19		MasterCard		-494.76

Approve EMV Receipt for MC - PIN Verified

Application Label:MasterCard

** Total 494.76
*** Balance 0.00

-494.76

Continued on the next page

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
HUBLEY, BRENDA	Chief Program Officer CancerControl Alberta	Edmonton	\$ 72.00									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
11/2/2019	Canadian Cancer Research Conference in Ottawa		ON	Meals Per Diem	\$ 24.00			Dinner not provided at conference	1			
11/3/2019	Canadian Cancer Research Conference in Ottawa		ON	Meals Per Diem	\$ 24.00			Dinner not provided at conference	1			
11/4/2019	Canadian Cancer Research Conference in Ottawa		ON	Meals Per Diem	\$ 24.00			Dinner not provided at conference	1			
Approver(s) for the claim		Approval Status		Approval Date								
CHIES, MAURO A		Approve		2-Dec-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 :	Ms. Brenda Hubley	Reporting Period for the Month of :	
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
3-Oct-2019	Direct Billing	Airline Ticket	AHS/CCA Operational and Medical Leads Meetings - Flight from Calgary to Edmonton - Additional charges by Airline to change the return flight Nov 28, 2019	Vision Travel	\$94.56
22-Oct-2019	Direct Billing	Airline Ticket	Attended various CCA Operational Meetings - Flight from Edmonton to Calgary on Nov 21 and return on Nov 22, 2019	Vision Travel	\$527.66
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
Total Paid in the Month					\$ 622.22

From: [REDACTED]@visiontravel.ca
Sent: Thursday, October 03, 2019 4:39 PM
To: Susan Forgan
Subject: Invoice and Itinerary for HUBLEY/BRENDA MS - 28November19 - 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
9929 - 108 St.
Edmonton, AB
T5K 1G8
(780) 425-8611 1-866-425-8611

www.visiontravel.ca
GST Reg : 723782728 RT 0001

Invoice/Itinerary

Invoice: [REDACTED]
Issued: 03 October 2019

Agency Ref.: [REDACTED]
[REDACTED]

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

ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB
T5J 3E4

Passenger(s): HUBLEY/BRENDA 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 Canada Flight AC8154 Economy Class

Depart	Calgary, Alberta Weather	Arrive	Edmonton, Alberta Weather
	Calgary International Airport		Edmonton International Airport
	04:45 PM Thursday, November 28 2019		05:39 PM Thursday, November 28 2019

Duration: 0 hour(s) and 54 minute(s) Non-stop
Status: Confirmed
Operated By: AIR CANADA EXPRESS - JAZZ
FF Number: [REDACTED] - HUBLEY/BRENDA MS - please reconfirm at check-in
Online Check In: Available 24 hours prior - [click here](#)

Remarks: AIR CANADA CONFIRMATION [REDACTED]
 SEAT 2A
 TICKET NUMBER [REDACTED]
 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		44.56	0.00	0.00	0.00	44.56
Vendor WEBSAV AIR CANADA		50.00	0.00	0.00	0.00	50.00
				Billed to [REDACTED]		
				Billed to [REDACTED]		
	Totals:	94.56	0.00	0.00	0.00	94.56
Total Credit Card Billing:						94.56
Balance Due:						0.00

From: tripinfo@visiontravel.ca
Sent: Wednesday, October 23, 2019 10:37 AM
To: [REDACTED]
Subject: Invoice and Itinerary for HUBLEY/BRENDA MS - 21November19 - 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: 22 October 2019

Agency Ref.: [REDACTED]
Sales Person:

Customer Number: [REDACTED]
Customer Ref.:

ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB
T5J 3E4

Passenger(s): HUBLEY/BRENDA 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 - Thursday, November 21 2019

[Add To Calendar](#)

Air Canada Flight AC8133 Economy Class

Depart	Edmonton, Alberta Weather Edmonton International Airport 08:15 AM Thursday, November 21 2019	Arrive	Calgary, Alberta Weather Calgary International Airport 09:10 AM Thursday, November 21 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] - HUBLEY/BRENDA 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: PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ
SEAT 4A

AIR - Friday, November 22 2019

[Add To Calendar](#)

Air Canada Flight AC8154 Economy Class

Depart	Calgary, Alberta Weather Calgary International Airport 04:45 PM Friday, November 22 2019	Arrive	Edmonton, Alberta Weather Edmonton International Airport 05:39 PM Friday, November 22 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] - HUBLEY/BRENDA 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: PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ
SEAT 3A

Invoice Details						
Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number						
Vendor AC AIR CANADA		452.70	74.96	0.00	0.00	527.66
				Billed to:		
	Totals:	452.70	74.96	0.00	0.00	527.66
				Total Credit Card Billing:		527.66
				Balance Due:		0.00