

AHS Board and Executive Expense Report

Name:Brenda HubleyTitle:Chief Program Officer Cancer Care AlbertaLocation:EdmontonExpenses posted during the month of November 2024

					Travel (1)							
	Purpose			Meals	Accommodation			Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)	
rd Meeting	s						442	442				
				61								
		31	1					311				
	Total by category	\$ 31	1 \$	61	\$-	\$	442	\$ 814	\$-	\$ -	\$	
814												
	e Claim Meeting E Bill Meeting	nent Purpose ard Meetings Claim Meetings Bill Meetings	ment Purpose Airfare ard Meetings c Claim Meetings c Bill Meetings 31 Total by category \$ 31	ment Purpose Airfare ard Meetings claim Meetings bill Meetings Total by category \$ 311 \$	nentPurposeAirfareMealsardMeetings61c ClaimMeetings311t BillMeetings311Total by category \$ 311 \$ 61	nent Purpose Airfare Meals Accommodation ard Meetings 61 c Claim Meetings 61 t Bill Meetings 311	ment Purpose Airfare Meals Accommodation Tra ard Meetings c Claim Meetings 61 c Bill Meetings 311 Total by category \$ 311 \$ 61 \$ - \$	nentPurposeAirfareMealsAccommodationTravelardMeetings61442c ClaimMeetings311t BillMeetings311Total by category \$ 311	nentPurposeAirfareMealsAccommodationTravelTravelardMeetings61442442442claimMeetings6131161311billMeetings311\$ 61\$ - \$ 442\$ 814	rce mentPurposeAirfareMealsAccommodationOther TravelTotal TravelDevelopment (2)ard claim e Claim BeetingsMeetings614424426131131161\$-\$442\$Total by category\$311\$61\$-\$442\$\$>	rce nentPurposeAirfareMealsAccommodationOther TravelTotal TravelProfessional DevelopmentHosting and Hospitality (3)ard claim Claim Beetings61616151	

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

Non economy air travel in the month

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 membership dues, small item technology purchases, books, etc.

Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

\$

AHS Executive Expenses Report P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total	1							
HUBLEY, BRENDA	Chief Program Officer Cancer Care Alberta	Edmonton	\$ 441.73								
Expense Date	Business reason	Expense Location	Expense Type	Amou	unt	From Location	To Location	Justification	# of days	Attendee Name(s)	Trip Distance
9/20/2024	Round Table discussion in Calgary on Sept 20 with AHS CEO/ACF (Alberta Cancer Foundation) to discuss cancer care access	AB - Local	Taxi	\$	71.30	Edmonton Airport	Home		1		
9/20/2024	Round Table discussion in Calgary on Sept 20 with AHS CEO/ACF to discuss cancer care access	AB - Other Zones	Taxi	\$!	56.93	Calgary Petroleum Club	Calgary Airport		1		
9/20/2024	Round Table discussion in Calgary on Sept 20 with AHS CEO/ACF to discuss cancer care access	AB - Other Zones	Taxi	\$!	54.40	Calgary Airport	Calgary Petroleum Club		1		
9/20/2024	Round Table discussion in Calgary on Sept 20 with AHS CEO/ACF to discuss cancer care access	AB - Local	Taxi	\$	65.55	home	Edmonton Airport		1		
10/16/2024	Ribbon Cutting in Calgary on Oct 17 of the Arthur Child Cancer Centre	AB - Other Zones	Taxi	\$ '	47.27	Calgary Airport	Arthur Child Cancer Centre		1		
10/16/2024	Ribbon Cutting in Calgary on Oct 17 of the Arthur Child Cancer Centre	AB - Local	Taxi	\$	65.55	home	Edmonton Airport		1		
10/17/2024	Ribbon Cutting in Calgary on Oct 17 of the Arthur Child Cancer Centre	AB - Local	Taxi	\$	71.30	Edmonton Airport	Home		1		
10/17/2024	Ribbon Cutting in Calgary on Oct 17 of the Arthur Child Cancer Centre	AB - Other Zones	Taxi	\$	9.43	Hotel	Arthur Child Cancer Centre		1		
Approver(s) for the claim	Approval Status	Approval Date									
MENTZELOPOULOS, ATHANA	Approve	7-Nov-24									



Cashier: Transaction Total Tip CREDIT CARD SALE \$65.55

CREDIT CARD SALE

Retain this copy for statement validation

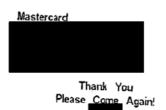
YYC->Even

ASSOCIATED CAB /ALLIED LIMOUSINE 307-41 AVENUE N E CALGARY, AB T2E2N4 (403) 299-1199



Batch #: 415 09/20/24 APPR CODE: MASTERCARD	REF#: SEQ: 12:15:51
AMOUNT	\$47.30
TIP	\$7.10
TOTAL	\$54.40

00 - APPROVED - 001



CUSTOMER COPY

MHG ASSOCIATED CAB /ALLIED LIMOUSINE 307-41 AVENUE N E CALGARY, AB T2E2N4 YYC (403) 299-1199

SALE



00 - APPROVED - 001



Thank You Please Come Again!

YEG-7 Home

-- TRANSACTION RECORD ---AIRPORT TAXI SERVICE 4608 101 ST NW EDMONTON AB T6E5G9

PU Sep 20,2024 MASTERCARD	22:13:13						
Entry: Chip (C)							
Ref#: Auth#	Response						
Order: Usernamie:							
Amount Tip	\$ 62.00 \$ 9.30						
Total	\$ 71.30						

Mastercard

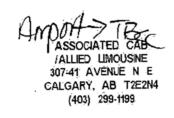
Home = Amport



Greater Edmonton Taxi Service 10135 - 31 AVE EDMONTON, AB T6N 1C2 7804623456 WWW.EDMTAXI.COM

Greater Edmonton Taxi Cashler:	Service
Transaction	
Total Tip	\$57.00 \$8.55
CREDIT CARD SALE	\$65.55

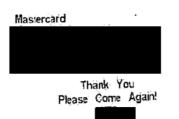
Retain this copy for statement validation



SALE

Batch #: 10/16/24 APPR CODE: MASTERCARD	REF#: SEQ: 12:00:45
	\$41.10 \$6.17 \$47.27

00 APPROVED - 001



CUSTOMER COPY

40613

CALGARY UNITED CABS 5660 10 ST NE 8 CALGARY AB

Purchase						
Oct 17,2024	07:05:26					
MASTERCARD	********					
Entry: Chip (C) Ref#						
	Decession de la					
Auth#:	Response					
Order:						
Username:						
Amount Tip	- \$8.20 \$1/23					
Total	\$ 9.43					

Aastercard

Approved VERIFIED BY PIN

Important:Retain this copy for your record



1EG-7Home

- IGANSACTION RECORD AIRPORT TAXI SERVICE 4608 107 ST NW EDMONTON AB T6E5G9

Purchase								
Oct 17,2024 MASTERCARU	15.46:28							
MASTERCAR								
	Entry Chin (C)							
Ref# Auth#:	Response:							
Order:								
Username:								
Amount	\$ 62.00							
Тір	\$ 9 30							
Total	\$ 71.30							
TOTAL	¥ / 1.00							

AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim									
			Total									
HUBLEY, BRENDA	Chief Program Officer Cancer Care Alberta	Edmonton	\$ 61.00)								
Expense Date	Business reason	Expense Location	Expense Type	Am	ount	From	То	Justification	# of	# of	Attendee	Trip
						Location	Location		days	Attendees	Name(s)	Distance
9/20/2024	Round Table discussion in Calgary on Sept 20 with AHS CEO/ACF (Alberta Cancer Foundation) to discuss cancer care access	AB - Other Zones	Meals Per Dier	n \$	24.00				1			
10/16/2024	Ribbon Cutting in Calgary on Oct 17 of the Arthur Child Cancer Centre	AB - Other Zones	Meals Per Dier	n\$	37.00				1			
Approver(s) for the claim	Approval Status	Approval Date		•			-	•	•	•	•	<u> </u>
MENTZELOPOULOS, ATHANA	Approve	7-Nov-24]									



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.
- Refer to Quick Reference Guide for: <u>Providing a Standard Business Reason(s)</u>
- 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:
- Name : Brenda Hubley

Reporting Period for the Month of : November, 2024

YES

Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
11-Oct-2024	Direct Billing	Airline Ticket	Travel to Calgary from Edmonton on October 16, 2024 to attend the official ribbon cutting event for the opening of the Arthur Child Cancer Centre	Vision Travel DT Ontario-West Inc	\$153.46
11-Oct-2024	Direct Billing	Airline Ticket	Travel from Edmonton to Calgary on October 17, 2024 following the official opening of the Arthur Child Cancer Centre	Vision Travel DT Ontario-West Inc	\$157.48
	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 th	e Month				\$ 310.94



DIRECT TRAVEL 9929-108TH STREET NW EDMONTON AB T5K 1G8 1-833-692-4120

Your Direct Itinerary

ALBERTA HEALTH SERVICES 10030 107 STREET EDMONTON AB Z/T5H3E4

Agency reference:	Agent name:	
Traveler name	Client reference	
BRENDA HUBLEY		

Thank you for choosing Direct Travel. Complete details for your trip are below. Please review this document and the trip details thoroughly. If a discrepancy exists, please contact us immediately upon receipt. Missing your flight without cancelling will result in the forfeiture of the value of your airline ticket.

Government issued photo I.D. is required for all travel and the name on your photo I.D. must match the name on your ticket.

Please <u>click here</u> upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you come back to this information regularly in advance of and during travel as documentation and health requirements could change without notice.

		🥖 Jain te	adau		Quick links
HOTELS & RESORT	18	Join to Earn 1	,000 points	REGISTER NOW	Check-in Information
Itinerary summ					Passport & Visa Requirements
From /	To Flight / Provid	er	Departu	re / Arrival	Canadian
Flight Wed. O	ct. 16, 2024 Air Canada ton(YEG) - Calgary(YYC) OPERATED t	SY AIR CANADA EX	2:00 p.m PRESS - JAZZ 2:56 p.m		Government Travel Advisories
					Airport & Flight Status
Т	RAVEL INTELLIGE	NCE HUB			Weather
	et the latest information		LEARN	MORE	
ব 🔼	Edmonton Edmonton (YEG)			Calgary Calgary (YYC)	DIRECT
Departure	Wed. Oct. 16, 2024 2:00 p.m.	Arrival	Wed. Oct. 16, 2024 2:	56 p.m.	
Terminal		Terminal			ONE CLICK.
Class	Economy(G)	Seat			ONE QUESTION.
Status	Confirmed	Airline check-ir	<u>n ID</u>		TAKE SURVEY
Special requests		Frequent traveler			
Equipment	DHC8 Dash 8-400	Duration/ Meal service	00:56/No meal service		
eTicket					
Remarks	OPERATED BY AIR CANADA EXPRES				
Baggage 🕨		•			

Invoice/Ticket in	formation for BRENDA HUBLE	/		
Ticket:	Air Canada	Invoice:		
Base:	CAD80.00			

Dase.	CAD60.00				
Other tax:	CAD73.46				
GST/HST tax:	CAD0.00				
QST tax:	CAD0.00				
				Amount:	CAD153.46
Payment:	CA XXXXXXXXXXXX	Issue date:	08-Oct2024		
				Total invoiced amount:	CAD153.46
				Balance due:	CAD0.00

General remarks AIRFARES ARE NOT GUARANTEED UNTIL TICKETED AIRLINES RECOMMEND CHECKING IN 2 HOURS PRIOR TO FLIGHT.

Agency registration TPS/GST-723782728 RT 0001



DIRECT TRAVEL 9929-108TH STREET NW EDMONTON AB T5K 1G8 1-833-692-4120

Your Direct Itinerary

ALBERTA HEALTH SERVICES 10030 107 STREET EDMONTON AB Z/T5H3E4

Agency reference:	Agent name:	
Traveler name	Client reference	ĺ
BRENDA HUBLEY		

Thank you for choosing Direct Travel. Complete details for your trip are below. Please review this document and the trip details thoroughly. If a discrepancy exists, please contact us immediately upon receipt. Missing your flight without cancelling will result in the forfeiture of the value of your airline ticket.

Government issued photo I.D. is required for all travel and the name on your photo I.D. must match the name on your ticket.

Please <u>click here</u> upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you come back to this information regularly in advance of and during travel as documentation and health requirements could change without notice.

IH HOTELS &		Join to Earn 1	oday. ,000 points	IHG A REWARDS	Quick links Check-in Information
Itinerary	summary	Elista (Descriptor	Deverture (Amira)		Passport & Visa Requirements
Flight	From / To Thu. Oct. 17, 2024 Calgary(YYC) - Edmonton(YEG)	Flight / Provider	2:00 p.m 2:57 p.m.	Check in	Canadian Government Travel Advisories
	TRAVEL INTELLI Get the latest information		LEARN	MORE	Airport & Flight Status
ৰ শ	VS Calgary Calgary (YYC)			Edmonton Edmonton (YEG)	
Departu	re Thu. Oct. 17, 2024 2:00 p.m.	Arrival	Thu. Oct. 17, 2024 2:5	57 p.m.	DIRECT
Termina	1	Terminal			TRAVEL
Class	Economy/Coach Discounted(L)	Seat			ONE CLICK.
Status	Confirmed	Airline check-in	ID		ONE QUESTIO
Special requests	3	Frequent traveler			
Equipme	ent Boeing 737-700	Duration/ Meal service	00:57/No meal service)	
eTicket					
Baggage	<u>e</u> •	•			

Invoice/Ticket information for BRENDA HUBLEY					
Ticket:	Westiet	Invoice :			
Base:	CAD97.02				
Other tax:	CAD60.46				
GST/HST tax:	CAD0.00				
QST tax:	CAD0.00				
				Amount:	CAD157.48
Payment:	CA XXXXXXXXXXXX	Issue date:	08-Oct2024		
				Total invoiced amount:	CAD157.48
				Balance due:	CAD0.00

General remarks THIS TICKET IS NON-REFUNDABLE. CHANGES/CANCELLATIONS MUST BE MADE PRIOR TO DEPARTURE OR TICKET WILL HAVE ZERO VALUE AIRLINE CHANGE/CANCELLATION FEES MAY APPLY. AIRFARES ARE NOT GUARANTEED UNTIL TICKETED AIRLINES RECOMMEND CHECKING IN 2 HOURS PRIOR TO FLIGHT.

Agency registration TPS/GST-723782728 RT 0001