

AHS Board and Executive Expense Report

Name: Brenda Hubley
Title: Chief Program Officer Cancer Care Alberta
Location: Edmonton
 Expenses posted during the month of July 2025

Travel (1)										
Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Jul-25	P-Card	Meetings				45	45			
	Expense Claim	Meetings					-			
Jul-25	Direct Bill	Meetings	624			166	790			
Total by category			\$ 624	\$ -	\$ -	\$ 211	\$ 835	\$ -	\$ -	\$ -

**Total
posted for
the Month** \$ 835

Maximum daily single meal expense posted in the month \$ -
 Maximum daily base hotel rate posted in the month \$ -
 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 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								
HUBLEY, BRENDA	Chief Program Officer Cancer Care Alberta	Edmonton	\$ 44.63								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/20/2025	Leadership meeting in Calgary on June 20 2025	AB - Other Zones	Taxi	\$ 20.36	Arthur Child Cancer Centre	Red Arrow Terminal		1			
6/20/2025	Leadership meetings in Calgary on June 20 2025	AB - Other Zones	Taxi	\$ 24.27	ALT Hotel University	Arthur Child Cancer Centre		1			
Approver(s) for the claim	Approval Status	Approval Date									
FAGARASANU, MIRCEA	Approve	23-Jul-25									

Hotel -> Arthur Chi

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

SALE

Batch #: [REDACTED] REF#: [REDACTED]
06/20/25 SEQ: [REDACTED] 07:35:36
APPR CODE: [REDACTED]
MASTERCARD
***** [REDACTED] **/**

AMOUNT \$21.10
TIP \$3.17
TOTAL \$24.27

00 - APPROVED - 001

Mastercard
[REDACTED]

Thank You
Please Come Again!
[REDACTED]

Arthur Chi / Zarrow

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

SALE

Batch #: [REDACTED] REF#: [REDACTED]
06/20/25 SEQ: [REDACTED] 11:40:55
APPR CODE: [REDACTED]
MASTERCARD
***** [REDACTED] **/**

AMOUNT \$17.70
TIP \$2.66
TOTAL \$20.36

00 - APPROVED - 001

Mastercard
[REDACTED]

Thank You
Please Come Again!
[REDACTED]

CUSTOMER COPY

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: [Providing a Standard Business Reason\(s\)](#)
- 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 :	Brenda Hubley	Reporting Period for the Month of :	Jul-25
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Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
11-Jun-2025	Direct Billing	Airline Ticket	Attend a legacy donation event at the Jack Ady Cancer Centre in Lethbridge on May 28, 2025. Round trip ticket from Edmonton to Lethbridge. The cost of the flight increased between the initial quote request and the subsequent approval to proceed with booking.	Vision Travel DT Ontario-West Inc	\$624.10
11-Jun-2025	Direct Billing	Other Transportation	Attend Alberta Cancer Foundation Boart of Trustees meeting in Calgary on June 19, 2025. Round trip ticket from Edmonton to Calgary on the Red Arrow.	Other - Red Arrow	\$166.18
	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					\$ 790.28



Your Direct Itinerary

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

ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB Z/T5H3E4

Agency reference: [REDACTED]

Agent name: [REDACTED]

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 [click here](#) 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.

Itinerary summary

	From / To	Flight / Provider	Departure / Arrival	
Flight	Tue. May 27, 2025 Edmonton(YEG) - Calgary(YYC)	Westjet [REDACTED] OPERATED BY WESTJET ENCORE	12:00 p.m.- 1:00 p.m.	Check in
Flight	Tue. May 27, 2025 Calgary(YYC) - Lethbridge, AB(YQL)	Westjet [REDACTED] OPERATED BY WESTJET ENCORE	3:40 p.m.- 4:30 p.m.	Check in
Flight	Wed. May 28, 2025 Lethbridge, AB(YQL) - Calgary(YYC)	Westjet [REDACTED] OPERATED BY WESTJET ENCORE	5:00 p.m.- 5:43 p.m.	Check in
Flight	Wed. May 28, 2025 Calgary(YYC) - Edmonton(YEG)	Westjet [REDACTED]	8:15 p.m.- 9:12 p.m.	Check in

Quick links

- [Check-in Information](#)
- [Passport & Visa Requirements](#)
- [Canadian Government Travel Advisories](#)
- [Airport & Flight Status](#)
- [Weather](#)

TRAVEL INTELLIGENCE HUB
Get the latest information & advisories





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WS [REDACTED]		Edmonton Edmonton (YEG)	Calgary Calgary (YYC)
Departure	Tue. May 27, 2025 12:00 p.m.		Arrival Tue. May 27, 2025 1:00 p.m.
Departure terminal			Arrival terminal
Class	Economy(X)		Seat
Status	Confirmed		Airline check-in ID [REDACTED]
Special requests			Frequent traveler
Equipment	DHC8 Dash 8-400		Duration/ Meal service 01:00/Snack
eTicket	[REDACTED]		
Remarks	OPERATED BY WESTJET ENCORE **CHECK IN WITH WESTJET ENCORE**		
Baggage ▶			







**ONE CLICK.
ONE QUESTION.**

[TAKE SURVEY](#)




		Calgary Calgary (YYC)	Lethbridge Lethbridge, AB (YQL)
Departure	Tue. May 27, 2025 3:40 p.m.		Arrival Tue. May 27, 2025 4:30 p.m.
Departure terminal			Arrival terminal
Class	Economy/Coach Discounted(L)		Seat
Status	Confirmed		Airline check-in ID 
Special requests			Frequent traveler
Equipment	DHC8 Dash 8-400		Duration/ Meal service 00:50/No meal service
eTicket			
Remarks	OPERATED BY WESTJET ENCORE **CHECK IN WITH WESTJET ENCORE**		

[Baggage](#) ▶

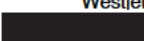




	WS 	Lethbridge Lethbridge, AB (YQL)	Calgary Calgary (YYC)
Departure	Wed. May 28, 2025 5:00 p.m.		Arrival Wed. May 28, 2025 5:43 p.m.
Departure terminal			Arrival terminal
Class	Economy/Coach Discounted(L)		Seat
Status	Confirmed		Airline check-in ID 
Special requests			Frequent traveler
Equipment	DHC8 Dash 8-400		Duration/ Meal service 00:43/No meal service
eTicket			
Remarks	OPERATED BY WESTJET ENCORE **CHECK IN WITH WESTJET ENCORE**		

[Baggage](#) ▶

	Calgary Calgary (YYC)	Edmonton Edmonton (YEG)
Departure	Wed. May 28, 2025 8:15 p.m.	Arrival Wed. May 28, 2025 9:12 p.m.
Departure terminal		Arrival terminal
Class	Economy/Coach Discounted(L)	Seat
Status	Confirmed	Airline check-in ID 
Special requests		Frequent traveler
Equipment	Boeing 737-700	Duration/ Meal service 00:57/No meal service
eTicket		
Baggage ▶		

Invoice/Ticket information for BRENDA HUBLEY

Ticket:	Westjet 	Invoice:	
Base:	CAD518.18		
Other tax:	CAD105.92		
GST/HST tax:	CAD0.00		
QST tax:	CAD0.00		
		Amount:	CAD624.10
Payment:	CA XXXXXXXXXXXX 	Issue date:	20-May-2025
		Total invoiced amount:	CAD624.10
		Balance due:	CAD0.00

General remarks

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

Agency registration

TPS/GST-723782728 RT 0001



Passenger
Brenda Hubley

Travel Date / Time

Wed Jun 18, 2025 08:00

From

EDMONTON - 10014 104 ST

RED ARROW AB

To

**CALGARY DOWNTOWN TICKET
OFFICE 606 5 AVE SW**

Arrival date/time: : Wed Jun 18, 2025 12:00

Journey: Edmonton - 10014 104 St / Calgary Downtown Ticket Office 606 5 Ave SW

ADULT - VISION TRAVEL - STANDARD - ROUND TRIP

Ages 18

Fare:	\$	75.53	CAD
Fees:	\$	3.60	CAD
Taxes:	\$	3.96	CAD
Total:	\$	83.09	CAD
Payments:		creditCard	

Section: Double

Row: Seat:

Agency: Vision Travel AHS

Issued: Wed Jun 04, 2025 16:28

We reserve the right to cancel or postpone scheduled travel based on weather conditions, road conditions or for any other safety-related reason. In such event any and all liability of Red Arrow/Ebus or their affiliated entities shall be expressly limited to a refund of the purchase price paid for this ticket.

IDENTIFICATION: We require all passengers 18 and over to travel with government-issued photo I.D. or two (2) pieces of valid government-issued non-photo identification with matching names. Passengers without the correct forms of I.D. will be refused travel.

CHECK-IN: Please note that a paper ticket is not required for check-in. Please check in 15 minutes prior to departure.

PAYMENT TERMS: DUE UPON RECEIPT. Corporate Billing Accounts: Payment due 30 days after completion of the trip. GST# BN139981476

LUGGAGE ALLOWANCE: Please note that the luggage allowance per person included in your fare is 3 pieces including one carry-on bag and luggage stowed underneath the coach. Carry-on items include purses, backpacks, and laptop bags. Additional luggage is \$15 per piece up to a maximum of 6 pieces total. We will not be responsible for the loss of or damage to checked or carry-on luggage in excess of stated maximum liability.

We reserve the right to perform carry-on baggage checks at any time. For the full policy, please contact your carrier for details: Red Arrow www.redarrow.ca || Ebus www.myebus.ca || Thompson Valley Charters <https://tvcbus.ca/>

CHANGE AND CANCELLATION POLICY: If you wish to change time, change the date, or cancel for a full refund – you must provide us with the 24 hr notice prior to departure. Failure to provide proper notice makes the trip non-refundable & will result in an additional change fee. Red Arrow changes within the 24-hour period are permitted for a fee of \$25.00. || Please note that Ebus Alberta tickets are non-refundable and cannot be canceled. Changes are permitted for a fee of \$15.75. || If you would like to request a change for a lower-priced ticket, we will not reimburse the price difference. || Tickets are non-transferable. || If you wish to change or cancel your booking, please contact a Customer Service Representative by phone: Red Arrow: 1-800-232-1958 || Ebus and Partners: 1-877-769-3287

NO SHOWS: Not showing up for your departure or failure to arrive on time will result in the forfeit of full fare.

ZERO TOLERANCE DRUG AND ALCOHOL POLICY: For the comfort, safety, and positive experience for all passengers, we're pleased to have a Zero Tolerance policy when it comes to intoxication, so rest assured that any signs of intoxicated passengers will be handled appropriately and refused service.

UNACCOMPANIED MINORS: Please note that passengers MUST be 16 years of age or older to travel on their own. They must be accompanied by a passenger 16 years of age or above.

For security purposes, please be aware that cameras are in use on all our vehicles, and recordings are being made.

Thank you for traveling with us. We appreciate your business!

Standard

Red Arrow/Ebus/Northern Health
Connections/BC Bus North



Passenger
Brenda Hubley

From

CALGARY DOWNTOWN TICKET OFFICE 606 5 AVE SW

To

EDMONTON - 10014 104 ST

Arrival date/time: : Fri Jun 20, 2025 16:00

Journey: Calgary Downtown Ticket Office 606 5 Ave SW / Edmonton - 10014 104 St

ADULT - VISION TRAVEL - STANDARD - ROUND TRIP

Ages 18

Fare:	\$	75.53	CAD
Fees:	\$	3.60	CAD
Taxes:	\$	3.96	CAD
Total:	\$	83.09	CAD
Payments:	creditCard		

Section: Double

Row: **Seat:**

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Travel Date / Time

Fri Jun 20, 2025 12:00

RED ARROW AB

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Connections/BC Bus North