

AHS Board and Executive Expense Report

Name Dr. Debrah Wirtzfeld
Title ACMO Physician Health, Diversity and Wellness
Location Edmonton
 Expenses submitted during the month of December 2020

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)
Dec-19	Expense Claim	Meetings	544	37		105	686	2,060		
Dec-19	Direct Billing	Meetings	488				488			
Total			\$ 1,032	\$ 37	\$ -	\$ 105	\$ 1,174	\$ 2,060	\$ -	\$ -

Total for the Month \$ 3,234

Maximum daily single meal expense claimed in the month \$ 24

Maximum daily base hotel rate claimed 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 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									
WIRTZFELD, DEBRAH	Associate Chief Medical Officer Physician Health, Diversity and Wellness	Edmonton	\$ 2,746.20									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
12/17/2019	Diversity & Inclusion Training from Centennial College for the term of May 2020		AB - Other Zones	Courses and Professional Development	\$ 2,060.00				1			
12/17/2019	Calgary ZCDH Meetings – Wellness			Mileage-Local-Home Zone	\$ 14.80	SSP	Airport		1			29.3
12/17/2019	Calgary ZCDH Meetings – Wellness		AB - Other Zones	Meals Per Diem	\$ 37.00				2			
12/17/2019	Calgary ZCDH Meetings – Wellness - Flight to Calgary with same day return		AB - Other Zones	Airfare	\$ 544.16	AB - Local	AB - Other Zones	Last minute change, paid out of pocket	1			
12/17/2019	Calgary ZCDH Meetings – Wellness		AB - Other Zones	Taxi	\$ 52.56	Hotel	Meeting		1			
12/17/2019	Calgary ZCDH Meetings – Wellness - Parking at EIA		AB - Other Zones	Parking - Lot or Parkade	\$ 25.00				1			
12/17/2019	Calgary ZCDH Meetings – Wellness			Mileage-Local-Home Zone	\$ 12.68	EIA	home		1			25.1
Approver(s) for the claim		Approval Status		Approval Date								
BELANGER, FRANCOIS		Approve		28-Feb-20								

Centennial College
Enrolment Services Department
P.O. Box 631, Station A, Toronto, ON, Canada M1K 5E9
Phone 416-289-5000

RECEIPT

Not for Tax Purposes

Receipt #:	
Date:	17-DEC-2019
Cashier:	
Student #:	

Received From:

Dr. Debrah A. Wirtzfeld

Pymt Type	Term	Tran Date	Description	Payment
BKV4	202005	17-DEC-19	CCLI-100,200,300,4	\$2,060.00
Total:				\$2,060.00

**ACCESS YOUR TIMETABLE AND COLLEGE
INFORMATION ONLINE**

Login to myCentennial:

<http://my.centennialcollege.ca>



eTicket Receipt

Prepared For
WIRTZFELD/DEBRAH MS

RESERVATION CODE	[REDACTED]
ISSUE DATE	15Dec19
TICKET NUMBER	[REDACTED]
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	[REDACTED]

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
17Dec19	WESTJET WS 3348	EDMONTON INTL AB, CANADA	CALGARY INTL AB, CANADA	Cabin ECONOMY Seat Number 10D - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis HA1F5ELS Not Valid Before 17DEC19 Not Valid After 17DEC19
	Operated by: WESTJET ENCORE	Time 11:30	Time 12:30	
17Dec19	WESTJET WS 155	CALGARY INTL AB, CANADA	EDMONTON INTL AB, CANADA	Cabin ECONOMY Seat Number 11A - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis TA0D0ELK Not Valid Before 17DEC19 Not Valid After 17DEC19
		Time 21:10	Time 22:08	

Allowances

Baggage Allowance

YEG to YYC - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YYC to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
- 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS
/E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARD FORM OF PAYMENT/EARLY PURCHASE OVER
INTERNET, ETC

Carry On Allowances

YEG to YYC , YYC to YEG - 1 Piece (WS - WESTJET)

Carry On Charges

YEG to YYC , YYC to YEG - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

Form of Payment

CREDIT CARD - MASTERCARD : [REDACTED]

[REDACTED] CAD 269.26

CREDIT CARD - WESTJET DOLLARS :

[REDACTED] - CAD 256.00

Fare Calculation Line

YEA WS YYC244.00WS YEA158.00CAD402.00END

Fare

CAD 402.00

Taxes/Fees/Carrier-Imposed Charges

CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES)

CAD 22.01 XG8 (GOODS AND SERVICES TAX (GST))

CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE)

CAD 60.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))

CAD 3.00 XG9 (GOODS AND SERVICES TAX (GST))

Total Fare

CAD 525.26

Other Charges

SEAT ASSIGNMENT # 8381505188204 (YEG-YYC / QTY 1, YYC-YEG / QTY 1)

CAD 18.00

Taxes

CAD 0.90

Form of Payment

CREDIT CARD - MASTERCARD : [REDACTED]

Total

CAD 18.90

Total Fare and Other Charges

CAD 544.16

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

Baggage fees are charged in CAD or USD by direction depending on point of departure. Guests departing the United States, Latin America and the Caribbean will pay baggage fees in USD. Please see <https://www.westjet.com/en-ca/travel-info/fares/service-fees> for more information.

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax Code CA5%

POF 2nd F1 17/12/19 22:10
Receipt [REDACTED]

Short-term parking tkt

DL - No. 002572

17/12/19 09:01

17/12/19 22:10

Period 0d13h10'

(Tax) \$25.00

Total \$25.00

Payment Received

VISA [REDACTED] \$25.00

Type: Swiped

Sub Total \$23.81
Tax 5% \$1.19

171 - 06394288

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
CAR#367

SALE

Batch # [REDACTED]

F [REDACTED]

SEC [REDACTED]

12/17/19

13:1124

APPR CODE: [REDACTED]

VISA

AMOUNT \$45.70
TIP \$6.86
TOTAL \$52.56

00 - APPROVED - 001

VISA CREDIT
[REDACTED]

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 :	Dr. Debrah Wirtzfeld	Reporting Period for the Month of :	Dec-19
---------------	----------------------	--	--------

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
4-Dec-2019	Direct Billing	Airline Ticket	CALGARY ZSDH WELLNESS MEETINGS - Flights cancelled, credit to be used for future flight	Vision Travel	\$244.48
4-Dec-2019	Direct Billing	Airline Ticket	CALGARY ZSDH WELLNESS MEETINGS - Flights cancelled, credit to be used for future flight	Vision Travel	\$243.48
Total Paid in the Month					\$ 487.96

To: [REDACTED]
Subject: RE: Invoice and Itinerary for WIRTZFELD/DEBRAH ANN DR - 16December19 - 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.

Hi Melissa
Hotel cancellation [REDACTED]
Air Canada:
TKT [REDACTED] NAME: WIRTZFELD/DEBRAH ANN DR
FARE: CAD 207 00 plus TAX: TOTAL: CAD 244 48
confirmation [REDACTED]
ISSUED: 04DEC19
Westjet:
TKT [REDACTED] NAME: WIRTZFELD/DEBRAH ANN DR
FARE: CAD 194 00 plus TAX: TOTAL: CAD 243 48
Confirmation: [REDACTED]
ISSUED: 04DEC19
With thanks
[REDACTED]

Corporate Travel Advisor

9929 - 108 St, Edmonton, Alberta, T5K 1G8

Office: 780-425-8611
Toll-Free: 866 425 8611 ext 1781
After hours assistance will be available through Vision 24
Should you require after hours assistance
Please call 1-888-700-6063 from North America, or 1-514-855-4263 globally
***All prices are subject to change and availability.
No price is guaranteed until the time of booking.***

[REDACTED]
www.visiontravel.ca



Sent: December-09-19 2:42 PM
To: Trina Macauley
Subject: RE: Invoice and Itinerary for WIRTZFELD/DEBRAH ANN DR - 16December19 - Vision Travel Locator: [REDACTED]
Importance: High

This email is from an EXTERNAL source. Please use caution when clicking on links or opening attachments from an unknown or suspicious sender.

Good afternoon Trina,
Please cancel all reservations below (hotel and travel) accordingly Sorry for the inconvenience
Kind Regards,

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
From: [REDACTED]
Sent: Wednesday, December 4, 2019 5:49 PM
To: [REDACTED]

Subject: FW: Invoice and Itinerary for WIRTZFELD/DEBRAH ANN DR - 16December19 - 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.

With thanks
[REDACTED]
Corporate Travel Advisor

9929 - 108 St, Edmonton, Alberta, T5K 1G8

Office: 780-425-8611
Toll-Free: 866 425 8611 ext 1781
After hours assistance will be available through Vision 24
Should you require after hours assistance
Please call 1-888-700-6063 from North America, or 1-514-855-4263 globally
***All prices are subject to change and availability.
No price is guaranteed until the time of booking.***

[REDACTED]
www.visiontravel.ca



From: tripinfo@visiontravel.ca [<mailto:tripinfo@visiontravel.ca>]
Sent: December-04-19 5:26 PM
To: DEBRAH.WIRTZFELD@AHS.CA; Trina Macauley
Subject: Invoice and Itinerary for WIRTZFELD/DEBRAH ANN DR - 16December19 - Vision Travel Locator: Z54F5G
Vision Travel DT Ontario-West Inc

, , Canada,

www.visiontravel.ca
GST Reg : 723782728 RT 0001

Invoice/Itinerary

Invoice [REDACTED]
Issued: 05 December 2019
ALBERTA HEALTH SERVICES
10030 107 STREET

Agency Ref: [REDACTED] Customer Number: [REDACTED]
Sales Person: [REDACTED] Customer Ref.: [REDACTED]
Passenger(s): WIRTZFELD/DEBRAH ANN DR

EDMONTON AB
TSJ3E4

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://trpa-appr.ca>

AC : <https://www.aircanada.com/ca/en/aco/home/legal/conditions-carriage-tariffs.html>

WS : www.westjet.com/canadian-passenger-rights

AIR - Monday, December 16 2019 [Add To Calendar](#)

Air Canada Flight AC8161 Economy Class

Depart	Edmonton, Alberta Weather	Arrive	Calgary, Alberta Weather
	Edmonton International Airport		Calgary International Airport
	07:05 PM Monday, December 16 2019		08:05 PM Monday, December 16 2019

Duration: 1 hour(s) and 0 minute(s) Non-stop
Status: Confirmed
Operated By: AIR CANADA EXPRESS - JAZZ
FF Number: [REDACTED] - WIRTZFELD/DEBRAH ANN DR - please reconfirm at check-in
Online Check In: Available 24 hours prior - [click here](#)
E Upgrade: For Eligible Flight - Aeroplan Members [click here](#)
Baggage Allowance: 0 Piece(s)

HOTEL - Monday, December 16 2019 [Add To Calendar](#)

Delta Marriott Calgary South - [Map/Driving directions](#)

Address	135 Southland Drive SE Calgary, AB T2J 5X5	Tel	+1 (403) 278-5050
		Fax	+1 (403) 225-5834

Check In/Check Out: Monday, December 16 2019 - Tuesday, December 17 2019
Status: Confirmed - Confirmation: [REDACTED]
Est. Total Rate: CAD 172.90
Number of Rooms: 1
Cancellation Policy: PERMITTED UP TO 02 DAYS BEFORE ARRIVAL
Additional Information: CC TO HOLD ONLY. WILL HAVE OWN CC TO CHECK IN.
Remarks: DE12482ARR16DEC CXL:PERMITTED UP TO 02 DAYS BEFORE ARRIVAL

AIR - Tuesday, December 17 2019 [Add To Calendar](#)

WestJet Flight WS3137 Economy Class

Depart	Calgary, Alberta Weather	Arrive	Edmonton, Alberta Weather
	Calgary International Airport		Edmonton International Airport
	08:15 PM Tuesday, December 17 2019		09:14 PM Tuesday, December 17 2019

Duration: 0 hour(s) and 59 minute(s) Non-stop
Status: Confirmed - WestJet Booking Reference: [REDACTED]
Operated By: WESTJET ENCORE
FF Number: [REDACTED] - WIRTZFELD/DEBRAH ANN DR - please reconfirm at check-in
Online Check In: Available 24 hours prior - [click here](#)
Baggage Allowance: 0 Piece(s)

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	[REDACTED]					
Air Canada	[REDACTED]	207.00	37.48	0.00	0.00	244.48
					Billed to: CA [REDACTED]	
Invoice Number:	[REDACTED]					
WestJet	[REDACTED]	194.00	49.48	0.00	0.00	243.48
					Billed to: CA [REDACTED]	
Totals:		401.00	86.96	0.00	0.00	487.96
				Total Credit Card Billing:		487.96
				Balance Due:		0.00

Remarks

PLEASE REVIEW YOUR ITINERARY FOR ACCURACY
PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY

24 HOUR EMERGENCY TRAVEL ASSISTANCE
OUTSIDE REGULAR BUSINESS HOURS - MONDAY TO FRIDAY
A SERVICE FEE MAY APPLY FOR CALLS TO THIS SERVICE
WITHIN NORTH AMERICA - CALL 1-888-700-6063
OUTSIDE NORTH AMERICA - CALL COLLECT 1-514-855-4263
EMAIL 24HRSERVICE-MNL AT VISIONTRAVEL.CA
PLEASE QUOTE ACCESS CODE 2EC0

FOR MORE INFORMATION ON CANADAS CANNABIS ACT EFFECTIVE 17 OCTOBER 2018 AND HOW IT RELATES TO TRAVEL PLANS PLEASE VISIT TRAVEL.GC.CA/TRAVELLING/CANNABIS-AND-INTERNATIONAL-TRAVEL

This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have

