

## AHS Board and Executive Expense Report

**Name:** Dr Francois Belanger  
**Title:** VP Quality & Chief Medical Officer  
**Location:** Calgary  
 Expenses approved during the month of August 2022

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)
	P-Card	Meetings					-			
	Expense Claim	Meetings					-			
Aug-22	Direct Bill	Meetings	(122)			208	87			
<b>Total</b>			<b>\$ (122)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 208</b>	<b>\$ 87</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Total for  
the Month** \$ 87

Maximum daily single meal expense claimed in the month \$ -  
 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.

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

## 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

<b>Name :</b> Francois Belanger	<b>Reporting Period for the Month of :</b> Aug-22
---------------------------------	---

Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
29-Jun-22	Direct Billing	Airline Ticket	Travel to Fort McMurray on June 29, 2022 to meet with physicians in the North Zone - Flight was cancelled by airline and was refunded	Vision Travel DT Ontario-West Inc	-\$589.69
28-Jul-22	Direct Billing	Car Rental	Travel to Peace River on July 24-25, 2022 for tour with the Minister and to meet with North Zone Physicians	Enterprise Car Rental	\$208.05
5-Jul-22	Direct Billing	Airline Ticket	Travel to Fort McMurray on November 16, 2022 to meet with physicians in the North Zone - This is the rescheduled date from the June 29, 2022 meeting which was cancelled due to the flight cancellation	Vision Travel DT Ontario-West Inc	\$468.17
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
<b>Total Paid in the Month</b>					\$ 86.53



Vision Travel DT Ontario-West Inc  
 9929 - 108th Street  
 Edmonton AB T5K 1G8  
 833-692-4120

[www.dt.ca](http://www.dt.ca)  
 GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice: [REDACTED] Agency Ref.: [REDACTED] Customer Number: [REDACTED]  
 Issued: 29 June 2022 Sales Person: [REDACTED] Customer Ref.: N/A  
**ALBERTA HEALTH SERVICES** Passenger(s): **BELANGER/FRANCOIS P DR**

**Disclaimer:** It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

**Important COVID Information Related To Your Travels:**

Starting 20Jun22, vaccination will no longer be required to board a plane or train in Canada. .

For complete details click [here](#)

For complete Canadian Government details on COVID-19 vaccinated travellers entering Canada – click [here](#)

Please [click here](#) upon receipt of your itinerary for important COVID-related traveller information including COVID vaccination/test/quarantine requirements, transit restrictions, etc. We strongly recommend you continue to come back to this information regularly in advance of and during travel as requirements could change.

Protective face coverings may be required at various stages of travel. Travellers are responsible to familiarize themselves with requirements for their airlines, airports and destination cities.

**AIR - Wednesday, June 29 2022 (Flown) [Add To Calendar](#)**

Economy Class			
<b>Depart</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 12:00 AM Wednesday, June 29 2022	<b>Arrive</b>	Fort McMurray, Alberta <a href="#">Weather</a> Fort McMurray Airport 12:00 AM Wednesday, June 29 2022
<b>Duration:</b>	Non-stop		
<b>Status:</b>	Confirmed		

**Invoice Details**

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	██████████					
WestJet	██████████	0.00	0	0.00	0.00	0.00
					██████████	
<b>Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
					<b>Balance Due:</b>	<b>0.00</b>

**Remarks**

\*\*\*\*\*

-----  
 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 D24CAN AT DT.COM  
 PLEASE QUOTE ACCESS CODE ██████████

-----  
 RECOMMENDED CHECK-IN TIME IS AT LEAST 90 MINUTES  
 PRIOR TO DEPARTURE. AFTER CHECK-IN YOU MUST BE  
 AVAILABLE AT THE BOARDING GATE AT LEAST 60 MINUTES  
 PRIOR TO DEPARTURE OR YOU MAY BE DENIED BOARDING.  
 PLEASE ENSURE THAT YOU HAVE GOVERNMENT-ISSUED  
 PHOTO I.D. GATE ASSIGNMENTS AND DEPARTURE  
 ARRIVAL INFORMATION ARE SUBJECT TO CHANGE.  
 PLEASE CHECK MONITORS AT THE AIRPORT.  
 PLEASE RECONFIRM ALL FLIGHTS  
 IT IS YOUR RESPONSIBILITY TO VERIFY FLIGHT TIMES WITH  
 THE AIRLINE PRIOR TO YOUR DEPARTURE. SCHEDULE CHANGE  
 MAY OCCUR AT ANY TIME WITHOUT NOTICE BY THE AIRLINE.

-----  
 ENSURE ALL TRAVELLERS HAVE PROPER TRAVEL DOCUMENTS  
 CHECK THIS WEBSITE FOR AIRPORT SECURITY INFO  
 WWW.CATSA.GC.CA  
 ---AIRPORT SECURITY REVISIONS---  
 BAGGAGE ALLOWANCE-SPECIFIC SIZE AND WEIGHT  
 RESTRICTIONS VARY BETWEEN AIRLINES. EXCESS CHARGES  
 MAY APPLY. VISIT THE AIRLINES WEBSITE TO SEE THE  
 EXACT BAGGAGE RESTRICTIONS AND FEES.  
 MOST AIRLINE BAGGAGE LINKS ARE AVAILABLE BY VISITING  
 WWW.DT.CA/BAGGAGE/  
 THIS IS AN ELECTRONIC TICKET VALID ONLY ON ISSUING AIRLINE  
 PHOTO ID REQUIRED FOR CHECK IN.  
 BOARDING PASS REQUIRED PRIOR TO ENTERING SECURITY.  
 YOUR AIRLINE FILE NUMBER IS ██████████

-----  
 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



Vision Travel DT Ontario-West Inc  
9929 - 108th Street  
Edmonton AB T5K 1G8  
833-692-4120

www.dt.ca  
GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice [REDACTED]  
Issued: 05 July 2022  
ALBERTA HEALTH SERVICES  
[REDACTED]

Agency Ref. [REDACTED]  
Sales Person [REDACTED]  
Passenger(s):

Customer Number [REDACTED]  
Customer Ref.: N/A  
BELANGER/FRANCOIS P DR

**Disclaimer:** It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.  
**Important COVID Information Related To Your Travels:**

Starting 20Jun22, vaccination will no longer be required to board a plane or train in Canada. .  
For complete details click [here](#)  
For complete Canadian Government details on COVID-19 vaccinated travellers entering Canada – click [here](#)  
**Please [click here](#) upon receipt of your itinerary for important COVID-related traveller information including COVID vaccination/test/quarantine requirements, transit restrictions, etc. We strongly recommend you continue to come back to this information regularly in advance of and during travel as requirements could change.**

Protective face coverings may be required at various stages of travel. Travellers are responsible to familiarize themselves with requirements for their airlines, airports and destination cities.

WestJet Flight [REDACTED] Economy Class

Depart Calgary, Alberta [Weather](#) Arrive Fort McMurray, Alberta [Weather](#)  
 Calgary International Airport Fort McMurray Airport  
 06:30 AM Wednesday, November 16 2022 08:21 AM Wednesday, November 16 2022

Duration: 1 hour(s) and 51 minute(s) Non-stop  
 Status: Confirmed - WestJet Booking Reference: [REDACTED]  
 Operated By: WESTJET ENCORE  
 FF Number: [REDACTED] - BELANGER/FRANCOIS P DR - please reconfirm at check-in  
 Online Check In: Available 24 hours prior - [click here](#)  
 Baggage Allowance: 0 Piece(s)

Remarks: ARR TERMINAL M  
 PLEASE CHECK IN WITH WESTJET ENCORE

WestJet Flight [REDACTED] Economy Class

Depart Fort McMurray, Alberta [Weather](#) Arrive Calgary, Alberta [Weather](#)  
 Fort McMurray Airport Calgary International Airport  
 05:30 PM Wednesday, November 16 2022 07:14 PM Wednesday, November 16 2022

Duration: 1 hour(s) and 44 minute(s) Non-stop  
 Status: Confirmed - WestJet Booking Reference: [REDACTED]  
 Operated By: WESTJET ENCORE  
 FF Number: [REDACTED] - BELANGER/FRANCOIS P DR - please reconfirm at check-in  
 Online Check In: Available 24 hours prior - [click here](#)  
 Baggage Allowance: 0 Piece(s)

Remarks: DEP TERMINAL M  
 PLEASE CHECK IN WITH WESTJET ENCORE

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number	[REDACTED]					
WestJet	[REDACTED]	346.92	121.25	0.00	0.00	468.17
<b>Totals:</b>		<b>346.92</b>	<b>121.25</b>	<b>0.00</b>	<b>0.00</b>	<b>468.17</b>
				<b>Total Credit Card Billing:</b>		<b>468.17</b>
				<b>Balance Due:</b>		<b>0.00</b>



Federal GST# : 889365821

Consolidated Inv. #  
Rental Agreement #  
Bill Ref #  
Invoice Date

28-Jul-2022

**Bill To Information**

ALBERTA HEALTH SERVICES

**Vehicle Information**

Yr/Make/Model Unit # License No Beg/End/Distance  
2021/VOLKSWAG/JET [REDACTED] [REDACTED] 66238/66698/460  
VIN 3VWE57BU2MM062774

**Rental Information**

Reservation Number : [REDACTED]  
Driver: BELANGER, FRANCOIS  
Pickup Date/Time : 07/24/2022 13:54  
Return Date/Time : 07/26/2022 08:41  
Miles/kms : 460  
Car Class : ICAR Requested Class : ICAR

**Rental Branch**

GRAND PRAIRIE ODYSSEY  
10610 AIRPORT DR  
GRANDE PRAIRIE, AB - T8V 7Z5

**Return Branch**

GRAND PRAIRIE ODYSSEY  
10610 AIRPORT DR  
GRANDE PRAIRIE, AB - T8V 7Z5

**Charge Detail**

Description	Qty	Period	Rate	Amount
TIME & DISTANCE	2	DAY	45.00	90.00
DAMAGE WAIVER	2	DAY	27.99	55.98
REFUELING CHARGE	13	LITRE	2.75	35.75
			Sub Total	181.73
CONCESSION RECOVERY FEE 16.28 PCT		PERCENT	16.28	24.12
VEH LICENSE & ENVIRONMENTAL FEE	2	DAY	1.10	2.20
<b>Total Charges (CAD)</b>				<b>208.05</b>

**Additional Information**

Remit Payment in CAD to	For Billing Inquiries	Payment Terms
ENTERPRISE RENT A CAR CANADA COMPANY P.O. BOX 9716 STATION A TORONTO ON M5W 1R6 Email Remit To: CanadianAR@erac.com	Tel#: +1 8773121084 AskARCanada@ehi.com	Payment Due Within 30 days of invoice date.  Late payments are subject to finance charge.

Individual line item charges such as rental rates for Time and Distance, percentage-based charges (e.g., sales taxes and fees or surcharges), and charges divided between multiple parties may be rounded up or down a whole cent to ensure that the charges equal the actual Total Amount Due and/or to avoid fractional cents.