

AHS Board and Executive Expense Report

Name: Dr John Cowell
Title: Official Administrator
Location: Calgary

Expenses approved during the month of March 2023

			Travel (1)					Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel			
Mar-23	P-Card	Meetings					-		533	
	Expense Claim						-			
	Direct Bill						-			
Total			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 533	\$ -

Total for the Month \$ 533

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.

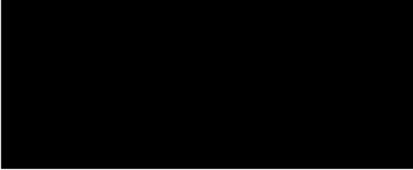
Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

AHS Executive Expenses Report P-Card


Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
COWELL, DR. JOHN	Offical Administrator	Calgary	\$ 533.14								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
2/14/2023	Dinner for Official Administrator Advisory Committee in-person meeting. Feb 14, 2023	AB - Other Zones	Working Session	\$ 117.12			Items charged to Executive Assistant's P-Card. Committee meeting.	1	7	as per attached list	
2/15/2023	Lunch for Official Administrator Advisory Committee meeting. Feb 15, 2023	AB - Other Zones	Working Session	\$ 245.70			Items charged to Executive Assistant's P-Card. Committee meeting.	1	11	as per attached list	
2/15/2023	Breakfast for Official Administrator Advisory Committee meeting. Feb 15, 2023	AB - Other Zones	Working Session	\$ 170.32			Items charged to Executive Assistant's P-Card. Committee meeting.	1	11	as per attached list	
Approver(s) for the claim	Approval Status	Approval Date									
Approvals Kept On File	Approve	15-Mar-23									

Nourishment for in-person Official Administrator Meeting - Feb 14
in Calgary

BILL TO
ALBERTA HEALTH SERVICES



INVOICE 
Tuesday, February 14, 2023
[KM - Keynote Market]

Shipping Address: 
Delivery Time: **4:30 pm**

Food/Service Items	Qty	Price	Total
Signature Sandwich: Vegetarian**PLS LABEL**	1	7.99	7.99
Signature Sandwich: Soleterra d'Italia Modena Ham & Swiss Cheese with Dijon**PLS LABEL**	1	7.99	7.99
Signature Sandwich: Sunterra Roast Beef with Horseradish Mayonnaise**PLS LABEL**	2	7.99	15.98
Signature Sandwich: Turkey with Cranberry Mayo**PLS LABEL**	1	7.99	7.99
Signature Sandwich: Turkey with Mango Chutney**PLS LABEL**	1	7.99	7.99
Wrap: Ham, Cheese, and Butter**PLS LABEL**	1	8.49	8.49
Vegetable Tray with Dip	5	4.99	24.95
Canned Mixed Beverages: Assorted Juice & Pop	6	2.29	13.74

No Disposables Required

Delivery Charge	22.00
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Subtotal	117.12	Service Charge	0.00
Tax	0.00		
Total Value	117.12		

Thank you for this opportunity to serve you.

From:



To:

Subject:

FW: Sunterra Order Confirmation [redacted] for 2/14/2023

Date:

Wednesday, February 22, 2023 11:08:08 AM

Attachments:

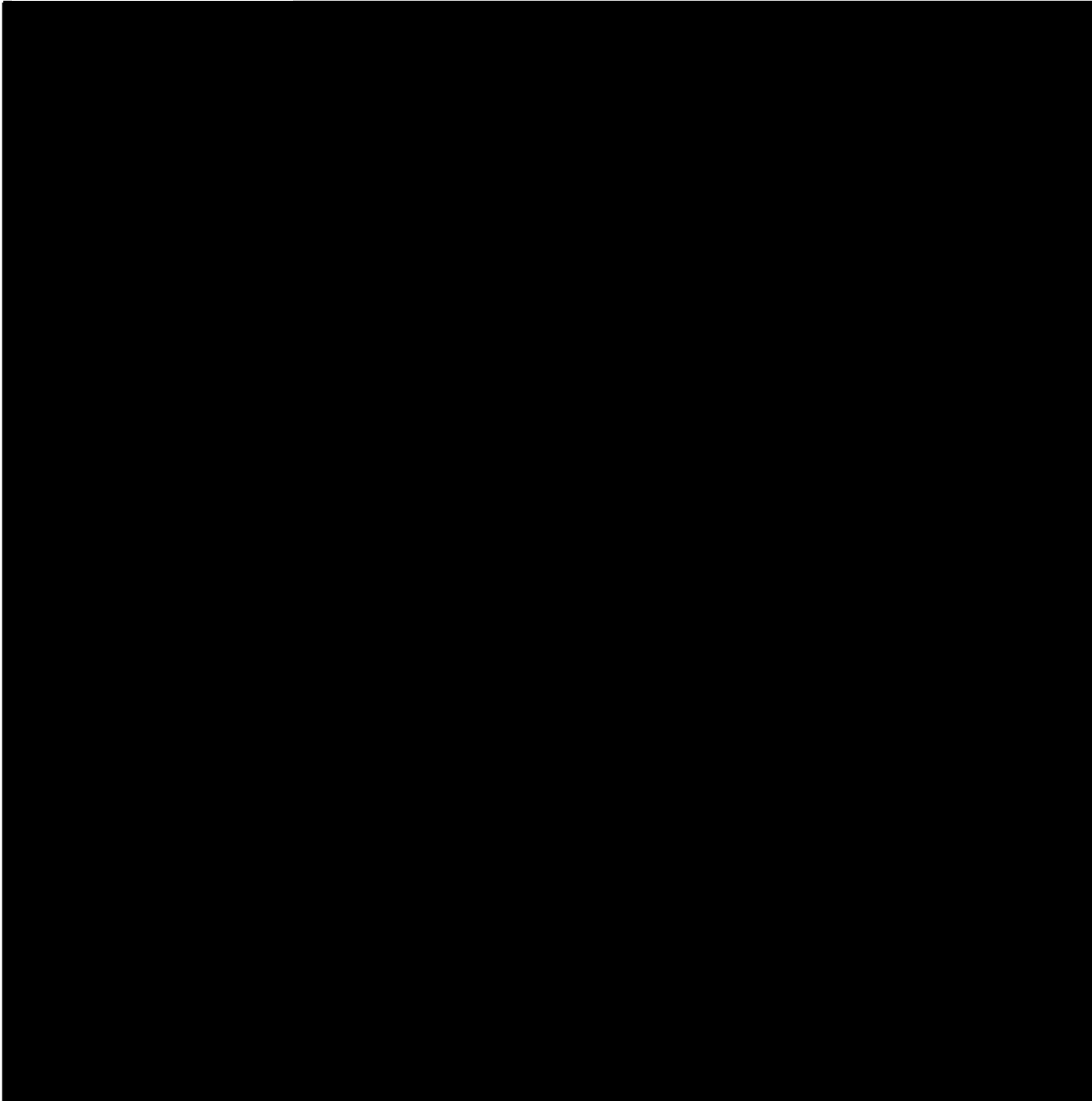
[image005.png](#)

John Cowell

Tara Lockyer

Gord Winkel

Gregory Turnbull



You don't often get email from cateringoffice@sunterra.ca. [Learn why this is important](#)
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

Friday, February 10, 2023

ALBERTA HEALTH SERVICES
[REDACTED]
[REDACTED]

Ref: Your Sunterra Catering Order - [REDACTED]

Dear Renay,

Thank you for phoning Sunterra's catering office with your order. Your event on 2/14/2023 has been confirmed, and an invoice outlining all order details and pricing is attached.





Please review the invoice/confirmation and let us know if there are any questions or concerns regarding the event details.

Kind regards,

Bassem

Sunterra Catering Service Team
Suite 200, 1851 Sirocco Drive SW
Calgary, Alberta T3H 4R5
Phone 403.263.9759
Fax 403.266.2557
cateringoffice@sunterra.ca

Catering Office

Sunterra Quality Food Markets Inc.
403.263.9759 | cateringoffice@sunterra.ca
    www.sunterramarket.com

SUNTERRA
market
farms est. 1970
market + meats est. 1990
greenhouse est. 2020



An operating division of
CRAVINGS
 market restaurant

Office Gourmet Catering
 02/14/2023
 Invoice [REDACTED]
 GST: 844879072

Billing & Delivery Address.

[REDACTED]
 Alberta Health Services
 [REDACTED]

Nourishment for in-person OA Meeting - Feb 15
 in Calgary

Order Number:
 ORD018539

 Order Date:
 02/14/2023

 Payment Method:
 Credit \$245.70
 Card OGC

Product / Reference	Unit Price (Tax Excl.)	Discount	Qty	Total (Tax Excl.)
Supreme Box Lunch - Special Requirements : S.R. (See notes for selection) Heritage Greens Fruit Salad	\$17.25	--	12	\$207.00

Product Total (Tax Excl.) \$207.00

Shipping Cost \$27.00
 Total Tax \$11.70
 Total \$245.70

Carrier
 Delivery within city limits

- Sandwich selection:
- 3 Ham (1 with only cheddar cheese, butter, white bread, NO garlic / onions / peppers - severe allergy)
 - 2 Turkey
 - 7 Vegetarian (2 Gluten Free)

Delivery Date: February 15 2023
 Delivery Time: 10:00am - 11:00am

Please remit the TOTAL BALANCE UPON RECEIPT. Cheques payable to:
 CRAVINGS MARKET RESTAURANT INC
 7207 Fairmount Drive SE, Calgary, AB - Canada T2H 0X6 | Ph: 403.256.9344 | Fax: 403.254.8147
 EFT: Please notify email address: ar@greateventsgroup.com and pay to account 00009-010-5499119
 CIBC 309 - 8th Avenue SW, Calgary, AB - Canada T2P 1C6

From: [REDACTED]
To:
Subject: Attendees Feb.15
Date: Wednesday, February 22, 2023 10:30:25 AM

Feb. 15 OA Advisory Committee Membership:

Attendees:

Members:

Dr. John Cowell, Official Administrator, Chair
Tara Lockyer
Gregory Turnbull, KC
Gord Winkel
Mauro Chies, Interim President & CEO (*ex-officio*)

Standing:

Attendees:

Tina Giesbrecht, General Counsel & Corporate Secretary & Chief Financial Officer
Colleen Purdy, Vice President, Corporate Services
Athana Mentzelopoulos, Advisor to the Official Administrator
Colleen Turner, Vice President, Community Engagement and Communications
Ronda White, Chief Audit Executive
Renay Ellis, Executive Assistant to Dr. John Cowell

Karyn Ericson



[REDACTED]

From: [REDACTED]
Sent: Wednesday, February 15, 2023 2:37 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Transaction Receipt - Do Not Reply

Here you go 📎

-----Original Message-----

From: [REDACTED]
Sent: Wednesday, February 15, 2023 2:36 PM
To: [REDACTED]
Subject: Transaction Receipt - Do Not Reply

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CRAVINGS MARKET RESTAURAN

TRANSACTION RECORD

APPROVED

TYPE PURCHASE

ORDER ID

[REDACTED]

AMOUNT (CAD) \$245.70

CARD NUM

**** * [REDACTED]

ACCOUNT

MC

DATE

Feb 15 2023 02:36PM

REF NUM

[REDACTED]

AUTH CODE

[REDACTED]

Breakfast for in-person OA Meeting - Feb 15
in Calgary

3 Stars Alberta Inc

340108

Franchise operator OLLY FRESCO'S

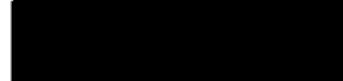


Date: February 15, 2023
Invoice # 04/02/23

Sold to:

AHS

Ship to:



Item	Description	Qty/Unit	Unit Price	Amount
1	Coffee	1.00	22.50	22.50
2	Tea	1.00	20.00	20.00
3	Hot Water	1.00	10.00	10.00
4	Water	11.00	2.50	27.50
5	Muffin	3.00	2.99	8.97
6	Fruit Platters	5.00	5.48	27.45
7	Pastries	3.00	3.50	10.50
8	Cookies	10.00	2.99	29.90
9	Yogurt	3.00	4.50	13.50
	Delivery Charges			

Notes:

No GST Charges for AHS.

Subtotal	170.32
GST %	8.516
	-8.516
TOTAL	
PAID	0.00
TOTAL DUE	170.32

TRANSACTION RECORD

OLLY FRESCO'S
120-10301 Southport Lane SW
Calgary, AB, T2W 1S7



TYPE: PURCHASE

ACCOUNT: MASTERCARD

AMOUNT: \$ 170.32
TOTAL: \$ 170.32

CARD NUMBER: *****
DATE/TIME: 15/Feb/2023 11:04:04
REFERENCE NUMBER:
AUTHORIZATION #:

APPROVED-THANK YOU

From: [Redacted]
To:
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