

## AHS Board and Executive Expense Report

**Name:** Jordanna Lambert  
**Title:** Chief Zone Officer Central Zone  
**Location:** Fort McMurray  
 Expenses posted during the month of July 2026

| Travel (1)               |                    |          |         |       |               |                 |                 |                                    |                                                          |              |
|--------------------------|--------------------|----------|---------|-------|---------------|-----------------|-----------------|------------------------------------|----------------------------------------------------------|--------------|
| Approved<br>MMM-YY       | Source<br>Document | Purpose  | Airfare | Meals | Accommodation | Other<br>Travel | Total<br>Travel | Professional<br>Development<br>(2) | Working<br>Sessions<br>Hosting and<br>Hospitality<br>(3) | Other<br>(4) |
|                          | P-Card             | Meetings |         |       |               |                 | -               |                                    |                                                          |              |
|                          | Expense Claim      | Meetings |         |       |               |                 | -               |                                    |                                                          |              |
| Jul-26                   | Direct Bill        | Meetings |         |       | 1,292         |                 | 1,292           |                                    |                                                          |              |
| <b>Total by category</b> |                    |          | \$ -    | \$ -  | \$ 1,292      | \$ -            | \$ 1,292        | \$ -                               | \$ -                                                     | \$ -         |

**Total  
posted for  
the Month** \$ 1,292

Maximum daily single meal expense posted in the month \$ -  
 Maximum daily base hotel rate posted in the month \$ 169  
 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

## 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> | Jordanna Lambert | <b>Reporting Period for the Month of :</b> | Jul-26 |
|---------------|------------------|--------------------------------------------|--------|

| Invoice Date<br>DD-MMM-YYYY    | Payment Method | Category                   | Business Reason                                                                                                                                                                                                                                                                    | Name of Vendor                   | Amount Paid |
|--------------------------------|----------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------|
| 13-May-2026                    | Direct Billing | Hotel                      | Accommodations in Grande Prairie May 1 to 7 2026. Travel required to be on site for support at the Grande Prairie Regional Hospital as Incident Commander for the Emergency Coordination Centre - Grande Prairie Regional Hospital (GPRH) Medical device reprocessing (MDR) Issues | Canalta Real Estate Services Ltd | \$1,291.57  |
|                                | 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       |             |
|                                | Direct Billing | Choose from Drop-down List |                                                                                                                                                                                                                                                                                    | Choose from Drop-down List       |             |
| <b>Total Paid in the Month</b> |                |                            |                                                                                                                                                                                                                                                                                    |                                  | \$ 1,291.57 |



REMIT TO: Canalta Real Estate Services Ltd.

o/a Hamptons Grande Prairie  
PO Box 2109 - 545 Highway 10 E  
Drumheller AB, T0J 0Y0  
Website: [www.canaltahotels.com](http://www.canaltahotels.com)

# Invoice

Invoice#: [REDACTED]  
GST#: 894648450 RT0001  
Page: 1/1

## Bill To:

Alberta Health Services  
PO Box 1600  
Edmonton AB, T5J 2N9

|              |           |
|--------------|-----------|
| Invoice Date | 13-May-26 |
| Due Date     | 12-Jun-26 |

| Folio No | Description | QTY | Amount | Total |
|----------|-------------|-----|--------|-------|
|----------|-------------|-----|--------|-------|

Room: [REDACTED] 2 Queen Beds, Studio, Wet Bar - Deluxe Room: Jordana  
Lambert May-01 - May-07

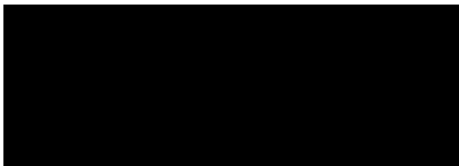
|  |                               |   |        |          |
|--|-------------------------------|---|--------|----------|
|  | GUEST ROOM                    | 7 | 169.00 | 1,183.00 |
|  | RM - DMF 3PCT                 | 7 | 5.07   | 35.49    |
|  | RM - GST 5PCT                 | 7 | -8.45  | -59.15   |
|  | RM - GST 5PCT                 | 7 | 8.45   | 59.15    |
|  | RM - AB Tourism Levy 6PCT     | 7 | 10.14  | 70.98    |
|  | DMF RM - AB Tourism Levy 6PCT | 7 | 0.30   | 2.10     |
|  | DMF RM - GST 5PCT             | 7 | -0.25  | -1.75    |
|  | DMF RM - GST 5PCT             | 7 | 0.25   | 1.75     |
|  | Reference: SHAWNA SYVERSON    |   | 0.00   | 0.00     |

## Invoice Summary

|               |           |
|---------------|-----------|
| Invoice Total | \$1291.57 |
|---------------|-----------|

| Room Charges | Other Charges | Other Payments | GST/HST | PST/RST | DMF/TIF | Accommodation Tax | TL (AB) |
|--------------|---------------|----------------|---------|---------|---------|-------------------|---------|
| \$1183.00    | \$0.00        | \$0.00         | \$0.00  | \$0.00  | \$37.59 | \$0.00            | \$73.08 |

Terms: Net 30 Days



Make all payments to: Canalta Real Estate Services Ltd.

Please remit payment to PO Box 2109 - 545 Highway 10 E, Drumheller, AB T0J 0Y0

Should you have any inquiries concerning this invoice, please contact Account Receivables Office

Phone: 1-403-823-2030 Email: [accr@canalta.com](mailto:accr@canalta.com) Website: [www.canaltahotels.com](http://www.canaltahotels.com)

Thank you for choosing Canalta Hotels!



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