

AHS Board and Executive Expense Report

Name: Penny Rae

Title: Chief Information Officer

Location: Calgary

Expenses approved during the month of September 2020

			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)
Sep-20	P-Card	Meetings					-		121	
Sep-20	Expense Claim	Meetings				150	150			
	Direct Bill	Meetings					-			
Total			\$ -	\$ -	\$ -	\$ 150	\$ 150	\$ -	\$ 121	\$ -

**Total for
the Month** \$ 272

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									
RAE, PENELOPE JANE	Chief Information Officer	Calgary	\$ 121.20									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
8/25/2020	Shelter Rental for IT Exec Planning Event - August 31 2020	AB - Other Zones	Working Session	\$ 59.10				1	20	See attached list.		
9/14/2020	Shelter Rental for IT Exec Planning Event - September 28 2020	AB - Other Zones	Working Session	\$ 62.10				1	22	See attached list		
Approver(s) for the claim	Approval Status	Approval Date										
CHILTON, SEAN	Approve	22-Sep-20										



Tax Invoice

The City of Red Deer

CORD

GST # R119260669

Box 5008
Red Deer
AB T4N3T4

Bill To

Alberta Health Services - Quarry Park
109 Quarry Park Blvd,
Calgary,
AB T2C 5E7

Invoice [REDACTED]
Date 2020-09-14
Page 1

Description	Qty	Line Value	Discount	Total
Picnic Shelter - Kiwanis	3	\$62.10		\$62.10

Total Invoice	\$62.10
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Includes Goods and Services Tax of: \$2.96

Payment Received	
2020-09-14 Master Card	\$62.10
Total	\$62.10



The City of Red Deer

Box 5008
Red Deer
AB T4N3T4

403-309-8411

GST # R119260669

TAX INVOICE

To:
Alberta Health Services - Quarry Park
109 Quarry Park Blvd
Calgary
AB
T2C 5E7

Account #: [REDACTED]

Invoice No: [REDACTED]

Invoice Date: 24/8/2020 2:48 pm

REFERENCE	QUANTITY	DESCRIPTION	AMOUNT
Alberta Health Services - Quarry Park <u>Monday</u> <u>11:00 AM</u> <u>180.00 Minutes</u> <u>Kiwanis Picnic Shelter</u> 2020/08/31	1	Picnic Shelter - Kiwanis	59.10

Pass Holder Cancellations and Guidelines:
1. For Medical reasons, with doctor's advisory, or relocating outside of market area.
2. No refunds if less than one month remaining on the pass.
3. Refund value = number of remaining months less a \$26.75 administration fee.
4. The City shall retain the right to use and/or rent facilities for special events, which may restrict pass holders from accessing the facility in part or in whole.

TOTAL Invoice	\$59.10
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Includes Goods and Services Tax: \$2.81

Payment Received		
2020-08-25	Master Card	\$59.10
Total		\$59.10

City of Red Deer Refund Policy:

When a participant requests a refund for program withdrawal, an administration charge of 10% of the course fee will be withheld, unless immediately registers in another program. No refunds will be issued if requested later than 5 days prior to course commencement, unless the registrant produces a doctor's certificate or provides proof of a move out of Central Alberta. Please Note: Community-based programs may have different refund policies. Please confirm with the program provider.

Acknowledgement of Risk:

By registering, the participant and/or legal guardian of the participant accepts the risks of physical injury consistent with the programs or services in which they are registered and waives any claim for injury arising therefrom. Participants are expected to follow all safety precautions and to use appropriate protective equipment as outlined by the program/service provider and/or instructor. If you have any questions about specific risks involved in the program or activity please contact the Recreation, Parks and Culture Department at 403-309-8411.

The personal information contained on this form is collected under the authority of the MGA s.3(b) and will be used for the purpose of facilitating recreation and culture programs and services, and providing information on future Programs. If you have any questions about this collection, please contact the Recreation, Parks and Culture dept, City of Red Deer, Box 5008, 4914 - 48th Avenue, Red Deer, Alberta, T4N 3T4 or telephone (403) 309-8411.

Penelope Rae – Expenses August 21 – September 20, 2020

Attendees

IT Exec Planning Event – August 31 2020

Andrew MacGillivray
Brent Trombley
Brian Van Skiver
Carla Lee
Christopher Parent
David van Heerden
Debbie Wall
Diane Beattie
Dina Tymchyshyn
Glen Shortt
Hoglar Hanke
Hugh Gray
Joyce Chilibecki
Karen Landriault
Mark Sheffer
Michael Cleghorn
Nora Besler
Penny Rae
Robert Martin
Sean Chilton

IT Exec Planning Event – September 28 2020

Aaron Fishler
Andrew MacGillivray
Brent Trombley
Brian Van Skiver
Carla Lee
Christopher Parent
David van Heerden
Debbie Wall
Diane Beattie
Dina Tymchyshyn
Glen Shortt
Hoglar Hanke
Hugh Gray
Joyce Chilibecki
Karen Landriault
Mark Sheffer
Mercy Nickel
Michael Cleghorn
Nora Besler
Penny Rae
Robert Martin
Sean Chilton

AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
RAE, PENELOPE JANE	Chief Information Officer	Calgary	\$ 150.49								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
8/31/2020	IT Exec Planning Event, Red Deer - August 31 2020		Mileage-Other	\$ 150.49	109 Quarry Park Blvd SE, Calgary	Kiwanis Shelter, Red Deer		1			298
Approver(s) for the claim	Approval Status	Approval Date									
CHILTON, SEAN	Approve	22-Sep-20									