

## AHS Board and Executive Expense Report

**Name:** Sandy Edmonstone

**Title:** AHS Board Member

**Location:** Calgary

Expenses posted during the month of November 2024

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					-			
Nov-24	Expense Claim	Meetings	3,926	154	738	987	5,805			
	Direct Bill	Meetings					-			
<b>Total by category</b>			<b>\$ 3,926</b>	<b>\$ 154</b>	<b>\$ 738</b>	<b>\$ 987</b>	<b>\$ 5,805</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Total  
posted for  
the Month** \$ 5,805

Maximum daily single meal expense posted in the month \$ 27

Maximum daily base hotel rate posted in the month \$ 239

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

## BOARD MEMBER EXPENSE CLAIM FORM

**SECTION 1: PAYEE INFORMATION**

Name:	Sandy Edmonstone	Expense Period Month:	Oct. 27 - 31, 2024
Address:		City:	
Province:	AB	Postal Code:	
		Country:	Canada
Reason for Expense	Attended Board Meetings on October 28 and 31, 2024 and attend to Board Business on October 29, 2024 in Edmonton.		

**SECTION 2: FINANCE CODING & TOTAL CLAIM**

Description	Corp/BU/Or g	Location (if applicable)	Functional Centre/Primary	Expense/ Secondary Acct	Total (Note: This column will auto fill)
					\$97.00
					\$4,216.40
					\$0.00
<b>TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE</b>					<b>\$4,313.40</b>

**SECTION 3: AUTHORIZATION - Note: Electronic or digital signatures are not accepted**

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.

I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.

Claimant (Print Name)	Signature: I, by signing this form, attest that I am compliant to all the above statements	Date	Phone#
Sandy Edmonstone		November 5, 2024	

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.

I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.

Approved by (Print Name)	Position Title/Program Group
Angela Fong	Board Chair
Signature: I, by signing this form, attest that I am compliant with all the above statements	Date
	November 20, 2024

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Act (HIA) and sections 33(c) and 34(2) of the Freedom of Information and Protection of Privacy (FOIP) Act, respectively, for the purpose of administering AHS Procure to Pay program.

**For payment please submit to:**

**14<sup>th</sup> Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Edmonton AB T5J 3E4, Attention:**

**Michael Lam, Interim VP Corporate Services & CFO**

November 05, 2024

Date

Created: November 01, 2013

Rev 15 eff December 08, 2023

<b>Carry forward from Section 1</b>										
Name:	Sandy Edmonstone						Expense Period Month:	Oct. 27 - 31, 2024		
Completion of the "cost effective method used" Column is required. If you select "No" in this column, Further Explanation is Required in the "Rationale is Required" section below										
<b>Rationale is Required for expenses that are not Cost Effective:</b> (supporting analysis and documentation must be attached to this form)										
<b>SECTION 4A: BOARD MEMBER - TRAVEL EXPENSE CLAIM</b>										
The Board Members follow the <a href="#">Government of Alberta (GOA) Travel, Meal and Hospitality Expenses Policy</a> Note: For meal allowances outside Canada, the GOA policy redirects to the National Joint Council (NJC) travel directive for rates ( <a href="#">Appendix C for USA</a> , <a href="#">Appendix D for International</a> ).										
Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal (Allowance OR Receipt) ( A )				Accommodation ( B )	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) ( C )	Other (Itemize) ( D )	Mileage km ( E )
			Allowance Within Canada		With Receipt or Allowance Outside Canada					
			Meal Type	Allowance	Meal Type	Amount				
27-Oct-2024	Transportation from residence to YYC.	Yes						\$65.00		
27-Oct-2024	Flight from YYC to YEG and return to YYC on October 28th to attend Board Meeting on October 28, 2024.	Yes						\$916.57		
27-Oct-2024	Transportation from YEG to hotel.	Yes						\$79.35		
27-Oct-2024	1 night accommodation and dinner per diem.	Yes	D-\$27.00	\$27.00			\$234.64			
28-Oct-2024	Breakfast and lunch per diems.	Yes	BL-\$30.00	\$30.00						
28-Oct-2024	Transportation from hotel to office.	Yes						\$8.77		
28-Oct-2024	Transportation from office to YEG.	Yes						\$47.48		
28-Oct-2024	Transportation from YYC to residence.	Yes						\$70.00		
29-Oct-2024	Transportation from residence to YYC.	Yes						\$65.00		
29-Oct-2024	Flight from YYC to YEG and return to attend to Board Business.	Yes						\$935.47		
<b>Total: (amount auto fills to page 1)</b>				\$57.00		\$0.00	\$234.64	\$2,187.64	\$0.00	0.00
<b>BOARD MEMBER Mileage Rate</b>								0.55	<b>Total Mileage</b>	\$ -



<b>Carry forward from Section 1</b>										
Name:	Sandy Edmonstone						Expense Period Month:	Oct. 27 - 31, 2024		
Completion of the "cost effective method used" Column is required. If you select "No" in this column, Further Explanation is Required in the "Rationale is Required" section below										
<b>Rationale is Required for expenses that are not Cost Effective:</b> (supporting analysis and documentation must be attached to this form)										
<b>SECTION 4B: BOARD MEMBER - TRAVEL EXPENSE CLAIM</b>										
The Board Members follow the <a href="#">Government of Alberta (GOA) Travel, Meal and Hospitality Expenses Policy</a>										
Note: For meal allowances outside Canada, the GOA policy redirects to the National Joint Council (NJC) travel directive for rates ( <a href="#">Appendix C for USA</a> , <a href="#">Appendix D for International</a> ).										
Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal (Allowance OR Receipt)( A )				Accommodation ( B )	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) ( C )	Other (Itemize) ( D )	Mileage km ( E )
			Allowance Within Canada		With Receipt or Allowance Outside Canada					
			Meal Type	Allowance	Meal Type	Amount				
29-Oct-2024	Change of flight fee as meeting started later in the day than originally scheduled.	Yes						\$157.50		
29-Oct-2024	Transportation from YEG to meeting and dinner per diem.	Yes	D-\$27.00	\$27.00				\$48.95		
29-Oct-2024	Transportation from meeting to YEG.	Yes						\$48.20		
29-Oct-2024	Transportation from YYC to residence.	Yes						\$70.00		
30-Oct-2024	Transportation from residence to YYC.	Yes						\$65.00		
30-Oct-2024	Flight from YYC to YEG and return to YYC on October 31st to attend Board Meeting on October 31, 2024.	Yes						\$1,002.67		
30-Oct-2024	Transportation from YEG to hotel.	Yes						\$49.19		
30-Oct-2024	1 night accommodation and breakfast per diem.	Yes	B-\$13.00	\$13.00			\$234.64			
31-Oct-2024	Transportation from office to YEG.	Yes						\$47.97		
31-Oct-2024	Transportation from YYC to residence.	Yes						\$70.00		
<b>Total: (amount auto fills to page 1)</b>				\$40.00		\$0.00	\$234.64	\$1,559.48	\$0.00	0.00
<b>BOARD MEMBER Mileage Rate</b>							0.55	<b>Total Mileage</b>	\$	-



**Greater Edmonton Taxi  
Service**

10135 - 31 AVE  
EDMONTON, AB T6N 1C2  
7804623456  
WWW.EDMTAXI.COM

Greater Edmonton Taxi Service  
Cashier [REDACTED]

Transaction [REDACTED]

Total	\$69.00
Tip	\$10.35
CREDIT CARD SALE	\$79.35
VISA [REDACTED]	

Retain this copy for statement  
validation

27-Oct.-2024 4:48:42p.m.  
\$79.35 | Method: CONTACTLESS  
VISA CREDIT



NO CARDHOLDER VERIFICATION

Thank you for choosing Greater  
Edmonton Taxi Service.



*Thank You* for choosing

**ASSOCIATED CAB**

for all your transportation needs.

Visit our counter at the  
Calgary International Airport  
international arrival door.



Driver Res-44C Date Oct 27/24  
Car # \_\_\_\_\_ Amount \$65.00  
GST Included # \_\_\_\_\_

*Thank You* for choosing

**ASSOCIATED CAB**

for all your transportation needs.

Visit our counter at the  
Calgary International Airport  
international arrival door.



Driver 44C-Res Date Oct 28/24  
Car # \_\_\_\_\_ Amount \$70.00  
GST Included # \_\_\_\_\_

From: [REDACTED]  
To: [REDACTED]  
Subject: Air Canada - 27 Oct 2024: Calgary - Edmonton (Booking reference: [REDACTED])  
Date: Wednesday, October 16, 2024 8:27:35 PM



## Booking Confirmation



Issued 17 Oct, 2024

[Manage booking](#)

[Check-in](#)

Thank you for choosing Air Canada. Below are your flight details and other useful information for your trip.

**IMPORTANT :** This is your official itinerary/receipt. You must bring it with you to the airport for check-in. Please print/retain this page for your financial records (for taxation, expense claim or credit card reconciliation purposes).

For a successful journey, it's essential that your travel documents are valid for entry and transit through all countries/regions on your itinerary. Remember that failure to comply with travel requirements may result in refusal to travel. For detailed information, consult our [Travel Documents page](#) and our [Travel Ready hub](#).

### Flights

**Departure • Sun 27 Oct, 2024**

Economy Flex

**Calgary YYC**

**15:25**

Calgary Int.

**Edmonton YEG**

**16:19**

Edmonton Int.

AC [REDACTED] • Operated by Air Canada Express - Jazz

Aircraft type: [De Havilland Dash 8-400](#)

Duration: 54m

Cabin: Economy Class (Q)

**Return • Mon 28 Oct, 2024**

Economy Flex

**Edmonton YEG**

**14:15**

Edmonton Int.

**Calgary YYC**

**15:14**

Calgary Int.

AC  • Operated by Air Canada Express - Jazz

Aircraft type: [De Havilland Dash 8-400](#)

Duration: 59m

Cabin: Economy Class (Q)

**Passengers**

**Sandy Edmonstone**

Ticket #: 

Aeroplan #: 

**Seats**

YYC YEG

YEG YYC



-

**Purchase Summary**



**AC Wallet** 

**CAD \$77.39**





**CAD \$839.18**

**1 Adult**

**Air transportation charges**

Base fare - departure

**\$376.00**

Base fare - return	\$376.00
Carrier surcharges	\$32.00
<b>Taxes, Fees and Charges</b>	
Air Travellers Security Charge - Canada	\$18.92
Goods and Services Tax - Canada - 100092287 RT0001	\$43.65
Airport Improvement Fee - Canada	\$70.00
<b>Grand total</b>	<b>CAD \$916.57</b>

## Check-in and boarding gate deadlines

### Check-in and baggage drop-off opens

Get a head start and drop your bags off as early as four hours before departure.

**All destinations** **240 min**

### Check-in closes

Make sure you've checked in and have your boarding pass in hand before the check-in deadline for your flight.

**Within Canada** **60 min<sup>1</sup>**

<sup>1</sup> Flights from Toronto Billy Bishop (YTZ) Airport, and Landline motorcoach segments from Hamilton (YHM) and Kitchener-Waterloo (YKF) airports: **30 minutes**

### Baggage drop-off closes

Make sure to drop off all checked bags before your deadline.

**Within Canada** **45 min<sup>1</sup>**

<sup>1</sup> Flight from Toronto Billy Bishop (YTZ): **25 minutes**. Landline motorcoach segments from Hamilton (YHM) and Kitchener-Waterloo (YKF): **15 minutes**





10065 100 Street NW  
Edmonton, AB, T5J 0N6  
Tel: 780-424-5181  
Fax: 780-429-6481  
G.S.T. Registration # 846543619

Room : [REDACTED]  
Folio # : [REDACTED]  
Cashier # : [REDACTED]  
Page # : 1 of 2

Mr Sandy Edmonstone

ALL Membership # : [REDACTED]  
Group Name : [REDACTED]  
Company Name : GOVERNMENT OF CANADA GLOBAL MASTER

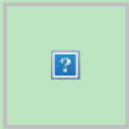
Arrival : 10-27-24  
Departure : 10-28-24

Date	Description	Additional Information	Charges	Credits
10-27-24	Package Charge		209.00	
10-27-24	Room - Destination Marketing Fee		6.27	
10-27-24	Room - GST		10.76	
10-27-24	Room - AB Tourism Levy		8.61	
[REDACTED]	[REDACTED]		[REDACTED]	
[REDACTED]	[REDACTED]		[REDACTED]	
10-28-24	Mastercard	XXXXXXXXXXXX [REDACTED] XX/XX		52.50
10-28-24	Visa card	XXXXXXXXXXXX [REDACTED] XX/XX		336.81

GST Summary		Total Charges	389.31	
Room	15.45	Total Credits		389.31
F&B	0.00			
Other	2.50			
Total	17.95	Balance		0.00

Only claiming \$234.64  
- removing charges for update and valet parking.

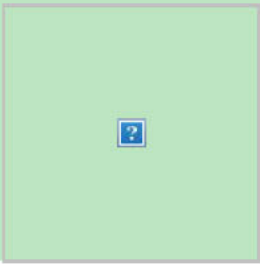
From: [Redacted]  
To: [Redacted]  
Subject: [Sandy Canada] Your Monday morning trip with Uber  
Date: Monday, October 28, 2024 10:18:59 AM



Total CA\$8.77  
October 28, 2024

Thanks for tipping,  
Greatest

Here's your updated Monday  
morning ride receipt.



Total CA\$8.77

Trip fare CA\$6.08

Subtotal CA\$6.08

Booking Fee ☐ CA\$1.02

Per-Trip Fee CA\$0.30

Tip CA\$1.00

GST CA\$0.37

Payments



Sandy Canada [Redacted]  
10/28/24 10:18 AM

CA\$8.77

[Visit the trip page](#) for more information, including invoices (where available)

From:

To:

Subject:

Date:

[Sandy Canada] Your Monday afternoon trip with Uber

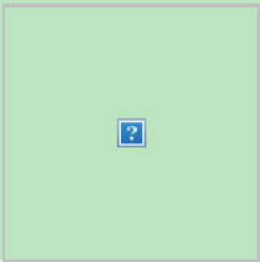
Monday, October 28, 2024 1:50:11 PM



Total CA\$47.48  
October 28, 2024

Thanks for tipping,  
Greatest

Here's your updated Monday  
afternoon ride receipt.



Total

CA\$47.48

Trip fare

CA\$37.38

Subtotal

CA\$37.38

Booking Fee ☐

CA\$0.15

Per-Trip Fee

CA\$0.30

Airport drop-off fee / Airport pick-up fee

CA\$3.25

Tip

CA\$4.35

GST

CA\$2.05

Payments



Sandy Canada

10/28/24 1:50 PM

CA\$47.48

**ALLIED**  
**BLACK**  
LIMO & TAXI

Try our **ON-DEMAND** Taxi app  
Connecting you Directly with your Driver

[alliedblack.com](http://alliedblack.com)

Driver \_\_\_\_\_ Date Oct 29  
Car # \_\_\_\_\_ Amount \$65.00  
GST Included # \_\_\_\_\_

Driver # \_\_\_\_\_ Car # \_\_\_\_\_  
To: \_\_\_\_\_  
From: \_\_\_\_\_  
Date: \_\_\_\_\_ Amount: Oct 29  
GST# \_\_\_\_\_ \$70.00





eTicket Receipt

Prepared For  
EDMONSTONE/SANDY L MR

RESERVATION CODE	
ISSUE DATE	24 Oct 24
TICKET NUMBER	
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
29 Oct 24	WESTJET WS  Operated by: WESTJET ENCORE	CALGARY INTL AB, CANADA  Time 9:40am	EDMONTON INTL AB, CANADA  Time 10:45am	Fare Econo Cabin ECONOMY Seat Number CHECK-IN REQUIRED Included Bags 0 PIECES Booking Status OK TO FLY Fare Basis Not Valid Before 29 OCT 24 Not Valid After 29 OCT 24
29 Oct 24	WESTJET WS	EDMONTON INTL AB, CANADA  Time 8:45pm	CALGARY INTL AB, CANADA  Time 9:45pm	Fare Econo Cabin ECONOMY Seat Number CHECK IN REQUIRED Included Bags 0 PIECES Booking Status OK TO FLY Fare Basis Not Valid Before 29 OCT 24 Not Valid After 29 OCT 24

Allowances

## Baggage Allowance

YYC to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

1. 55.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters\*\*
2. 75.00 CAD up to 50 pounds/23 kilograms and up to 45 linear inches/115 linear centimeters\*\*

YEG to YYC - 0 Pieces WESTJET

Prices of additional baggage pieces:

1. 55.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters\*\*
2. 75.00 CAD up to 50 pounds/23 kilograms and up to 45 linear inches/115 linear centimeters\*\*\*\*bag fees apply at each check in location

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

YYC to YEG , YEG to YYC - 1 Piece (WS - WESTJET) carry on hand baggage

## Carry On Charges

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

## Payment/Fare Details

Form of Payment	CREDIT CARD - VISA : XXXXXXXXXXXX [REDACTED]
Fare Calculation Line	YYC WS YEA385.00WS YYC385.00CAD770.00END
Fare	CAD 770.00
Taxes/Fees/Carrier-Imposed Charges	CAD 32.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
	CAD 41.05 XG8 (GOODS AND SERVICES TAX (GST))
	CAD 18.92 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 70.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 3.50 XG9 (GOODS AND SERVICES TAX (GST))
Total	CAD 935.47

## Positive identification required for airport check in

### Notice:

**QST # 1202807956TQ0001 GST # 866112535**

\*\*Checked baggage dimensions can be within 158 total centimeters (62 total inches) and not weighing more than 23 kilograms (50 pounds). Baggage exceeding the size or weight allowance is subject to applicable oversized weight and size restrictions and fees.

Baggage fees are charged in Canadian (CAD) dollars; for flight departures outside Canada, baggage fees will be converted and charged in the local currency of the departure country. GST is charged on all itineraries that originate in Canada. Please see <https://www.westjet.com/en-ca/flights/fees> for more information.



Electronic Miscellaneous Document (EMD) Receipt

Prepared For  
EDMONSTONE/SANDY L MR

RESERVATION CODE	[REDACTED]
ISSUE DATE	29 Oct 2024
DOCUMENT NUMBER	[REDACTED]
ISSUING AIRLINE	WESTJET
ISSUING AGENT	[REDACTED]

Standalone

Reason for Issuance Description/Code	SDC LATER FLT ECONO / D
Quantity	1
Airline Designator	WS
Coupon Base Fare	CAD 150.00

Payment Details

Tax/Fee/Charge	CAD 7.50
Total EMD Amount	CAD 157.50
Form of Payment	CREDIT CARD - VISA : XXXXXXXXXXXX [REDACTED]

[Important Legal Notices](#)

From:

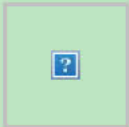
To:

Subject:

Date:

[Sandy Canada] Your Tuesday afternoon trip with Uber

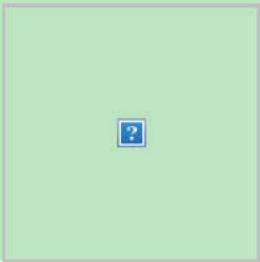
Tuesday, October 29, 2024 4:29:36 PM



Total CA\$48.95  
October 29, 2024

Thanks for tipping,  
Greatest

Here's your updated Tuesday  
afternoon ride receipt.



TotalCA\$48.95

Trip fareCA\$37.14

SubtotalCA\$37.14

Booking Fee ☐CA\$0.15

Airport drop-off fee / Airport pick-up feeCA\$3.25

TipCA\$6.38

GSTCA\$2.03

Payments



Sandy Canada ...  
10/29/24 4:29 PM

CA\$48.95

[Visit the trip page](#) for more information, including invoices (where available)



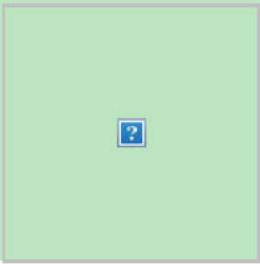
From: [Redacted]  
To: [Redacted]  
Subject: [Sandy Canada] Your Tuesday evening trip with Uber  
Date: Tuesday, October 29, 2024 8:45:55 PM



Total CA\$48.20  
October 29, 2024

Thanks for tipping,  
Greatest

Here's your updated Tuesday  
evening ride receipt.



Total CA\$48.20

Trip fare CA\$38.01

Subtotal CA\$38.01

Booking Fee ☐ CA\$0.15

Airport drop-off fee / Airport pick-up fee CA\$3.25

Per-Trip Fee CA\$0.30

Tip CA\$4.40

GST CA\$2.09

Payments



Sandy Canada [Redacted]  
10/29/24 8:45 PM

CA\$48.20

*Thank You* for choosing

## ASSOCIATED CAB

for all your transportation needs.

Visit our counter at the  
Calgary International Airport  
international arrival door.



Driver \_\_\_\_\_ Date Oct 31  
Car # \_\_\_\_\_ Amount \$70.00  
GST Included # \_\_\_\_\_

**Mayfair**  
TAXI

PHONE: 255-6555  
221-Taxi (8294)  
1-888-995-6555

Calgary, Alberta

Fare Amount: \$65.00 Date: October 30

To: \_\_\_\_\_ From: \_\_\_\_\_

Car No: \_\_\_\_\_ Driver: \_\_\_\_\_

**THANK YOU FOR RIDING WITH US**

From: [REDACTED]  
To: [REDACTED]  
Subject: Air Canada - 30 Oct 2024: Calgary - Edmonton (Booking reference: [REDACTED])  
Date: Thursday, October 24, 2024 6:58:19 PM



## Booking Confirmation

Issued 25 Oct, 2024

[Manage booking](#)

[Check-in](#)

Thank you for choosing Air Canada. Below are your flight details and other useful information for your trip.

**IMPORTANT :** This is your official itinerary/receipt. You must bring it with you to the airport for check-in. Please print/retain this page for your financial records (for taxation, expense claim or credit card reconciliation purposes).

For a successful journey, it's essential that your travel documents are valid for entry and transit through all countries/regions on your itinerary. Remember that failure to comply with travel requirements may result in refusal to travel. For detailed information, consult our [Travel Documents page](#) and our [Travel Ready hub](#).

### Flights

**Departure • Wed 30 Oct, 2024**

Economy Flex

**Calgary YYC**

**21:25**

Calgary Int.

**Edmonton YEG**

**22:23**

Edmonton Int.

AC [REDACTED] • Operated by Air Canada Express - Jazz

Aircraft type: [De Havilland Dash 8-400](#)

Duration: 58m

Cabin: Economy Class (U)

**Return • Thu 31 Oct, 2024**

Economy Flex

**Edmonton YEG**

**14:15**

Edmonton Int.

**Calgary YYC**

**15:14**

Calgary Int.

AC 8137 • Operated by Air Canada Express - Jazz

Aircraft type: [De Havilland Dash 8-400](#)

Duration: 59m

Cabin: Economy Class (H)

**Passengers**

**Sandy Edmonstone**

Ticket #: [REDACTED]

Aeroplane #: [REDACTED]

**Seats**

YYC YEG

YEG YYC



-

**Purchase Summary**



**CAD \$1,002.67**

**1 Adult**

**Air transportation charges**

Base fare - departure	\$435.00
Base fare - return	\$399.00
Carrier surcharges	\$32.00



### Taxes, Fees and Charges

Air Travellers Security Charge - Canada	\$18.92
Goods and Services Tax - Canada - 100092287 RT0001	\$47.75
Airport Improvement Fee - Canada	\$70.00

---

<b>Grand total</b>	<b>CAD \$1,002.67</b>
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## Check-in and boarding gate deadlines

### Check-in and baggage drop-off opens

Get a head start and drop your bags off as early as four hours before departure.

<b>All destinations</b>	<b>240 min</b>
-------------------------	----------------

### Check-in closes

Make sure you've checked in and have your boarding pass in hand before the check-in deadline for your flight.

<b>Within Canada</b>	<b>60 min<sup>1</sup></b>
----------------------	---------------------------

<sup>1</sup> Flights from Toronto Billy Bishop (YTZ) Airport, and Landline motorcoach segments from Hamilton (YHM) and Kitchener-Waterloo (YKF) airports: **30 minutes**

### Baggage drop-off closes

Make sure to drop off all checked bags before your deadline.

<b>Within Canada</b>	<b>45 min<sup>1</sup></b>
----------------------	---------------------------

<sup>1</sup> Flight from Toronto Billy Bishop (YTZ): 25 minutes. Landline motorcoach segments from Hamilton (YHM) and Kitchener-Waterloo (YKF): **15 minutes**

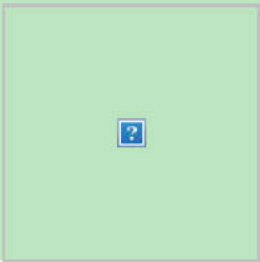
From: [REDACTED]  
To: [REDACTED]  
Subject: [Sandy Canada] Your Wednesday evening trip with Uber  
Date: Thursday, October 31, 2024 9:41:56 AM



Total CA\$49.19  
October 30, 2024

Thanks for tipping,  
Greatest

Here's your updated Wednesday  
evening ride receipt.



Total CA\$49.19

Trip fare CA\$37.34

Subtotal CA\$37.34

Booking Fee ☐ CA\$0.15

Airport drop-off fee / Airport pick-up fee CA\$3.25

Tip CA\$6.41

GST CA\$2.04

Payments



Sandy Canada [REDACTED]  
10/31/24 9:31 AM

CA\$42.78

Sandy Canada [REDACTED]

CA\$6.41



10065 100 Street NW  
Edmonton, AB, T5J 0N6  
Tel: 780-424-5181  
Fax: 780-429-6481  
G.S.T. Registration # 846543619

Room : [REDACTED]  
Folio # : [REDACTED]  
Cashier # : [REDACTED]  
Page # : 1 of 2

Mr Sandy Edmonstone  
[REDACTED]

ALL Membership # : [REDACTED]  
Group Name : [REDACTED]  
Company Name : GOVERNMENT OF CANADA GLOBAL MASTER

Arrival : 10-30-24  
Departure : 10-31-24

Date	Description	Additional Information	Charges	Credits
10-30-24	Package Charge		209.00	
10-30-24	Room - Destination Marketing Fee		6.27	
10-30-24	Room - GST		10.76	
10-30-24	Room - AB Tourism Levy		8.61	
[REDACTED]	[REDACTED]		[REDACTED]	
[REDACTED]	[REDACTED]		[REDACTED]	
10-31-24	Visa card	XXXXXXXXXXXX [REDACTED] XX/XX		310.98

GST Summary		Total Charges	310.98	
Room	14.26	Total Credits		310.98
F&B	0.00			
Other	0.00			
Total	14.26	Balance		0.00

Note: Only claiming \$234.64  
(removing charges for Upgrade)

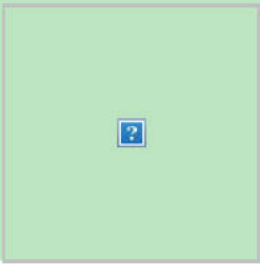
From: [REDACTED]  
To: [REDACTED]  
Subject: [Sandy Canada] Your Thursday afternoon trip with Uber  
Date: Thursday, October 31, 2024 2:11:55 PM



Total CA\$47.97  
October 31, 2024

Thanks for tipping,  
Greatest

Here's your updated Thursday  
afternoon ride receipt.



Total CA\$47.97

Trip fare CA\$37.89

Subtotal CA\$37.89

Booking Fee ☐ CA\$0.15

Airport drop-off fee / Airport pick-up fee CA\$3.25

Per-Trip Fee CA\$0.30

Tip CA\$4.30

GST CA\$2.08

Payments



Sandy Canada [REDACTED]  
10/31/24 2:11 PM

CA\$47.97



## BOARD MEMBER EXPENSE CLAIM FORM

**SECTION 1: PAYEE INFORMATION**

Name:	Sandy Edmonstone	Expense Period Month:	Nov. 12-13, 2024
Address:		City:	
Province:	AB	Postal Code:	
		Country:	Canada
Reason for Expense	Attended Board Meeting in person on November 13, 2024 in Edmonton.		

**SECTION 2: FINANCE CODING & TOTAL CLAIM**

Description	Corp/BU/Or g	Location (if applicable)	Functional Centre/Primary	Expense/ Secondary Acct	Total (Note: This column will auto fill)
					\$57.00
					\$1,434.16
					\$0.00
					<b>TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE</b>
					\$1,491.16

**SECTION 3: AUTHORIZATION - Note: Electronic or digital signatures are not accepted**

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.

I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.

Claimant (Print Name)	Signature: I, by signing this form, attest that I am compliant to all the above statements	Date	Phone#
Sandy Edmonstone	Approval kept on file	Nov 20, 2024	

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.

I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.

Approved by (Print Name)	Position Title/Program Group
Angela Fong	Board Chair
Signature: I, by signing this form, attest that I am compliant with all the above statements	Date
Approval kept on file	November 21, 2024

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Act (HIA) and sections 33(c) and 34(2) of the Freedom of Information and Protection of Privacy (FOIP) Act, respectively, for the purpose of administering AHS Procure to Pay program.

**For payment please submit to:**

14<sup>th</sup> Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Edmonton AB T5J 3E4, Attention:

Approval kept on file

Nov. 20, 2024

Michael Lam, Interim VP Corporate Services & CFO

Date

Created: November 01, 2013

Rev 15 eff December 08, 2023

<b>Carry forward from Section 1</b>											
Name:	Sandy Edmonstone						Expense Period Month:	Nov. 12-13, 2024			
Completion of the "cost effective method used" Column is required. If you select "No" in this column, Further Explanation is Required in the "Rationale is Required" section below											
<b>Rationale is Required for expenses that are not Cost Effective:</b> (supporting analysis and documentation must be attached to this form)											
<b>SECTION 4A: BOARD MEMBER - TRAVEL EXPENSE CLAIM</b>											
The Board Members follow the <a href="#">Government of Alberta (GOA) Travel, Meal and Hospitality Expenses Policy</a> Note: For meal allowances outside Canada, the GOA policy redirects to the National Joint Council (NJC) travel directive for rates ( <a href="#">Appendix C for USA</a> , <a href="#">Appendix D for International</a> ).											
Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal (Allowance OR Receipt)( A )				Accommodation ( B )	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) ( C )	Other (Itemize) ( D )	Mileage km ( E )	
			Allowance Within Canada		With Receipt or Allowance Outside Canada						
			Meal Type	Allowance	Meal Type	Amount					
November 12, 2024	Transportation from residence to YYC.	Yes						\$70.00			
November 12, 2024	Flight from LA to YEG (purchased a flight pass 6 credits for \$2,362.50 - used 1 flight credit) and dinner per diem.	Yes	D-\$27.00	\$27.00				\$393.75			
November 13, 2024	Transportation from YEG to hotel (arrived at 12:39 am)	Yes						\$48.95			
November 12, 2024	1 night accommodation.	Yes					\$268.33				
November 13, 2024	Transportation from hotel to SSP and breakfast and lunch per diems.	Yes	BL-\$30.00	\$30.00				\$8.77			
November 13, 2024	Transportation from SSP to hotel.	Yes						\$8.43			
November 13, 2024	Transportation from hotel to YEG.	Yes						\$50.70			
November 13, 2024	Flight from YEG to YYC.	Yes						\$520.23			
November 13, 2024	Transportation from YYC to residence.	Yes						\$65.00			
<b>Total: (amount auto fills to page 1)</b>				\$57.00		\$0.00	\$268.33	\$1,165.83	\$0.00	0.00	
<b>BOARD MEMBER Mileage Rate</b>							0.55	<b>Total Mileage</b>	\$	-	

**ALLIED  
BLACK**  
LIMO & TAXI

Try our **ON-DEMAND** Taxi app  
Connecting you Directly with your Driver

alliedblack.com

Driver \_\_\_\_\_ Date Nov 10/24

Car # \_\_\_\_\_ Amount 170.00

GST Included # \_\_\_\_\_

ASSOCIATED CAB  
/ALLIED LIMOUSINE  
307-41 AVENUE N E  
CALGARY, AB T2E2N4  
(403) 299-1189

**SALE**

Batch # \_\_\_\_\_ REF# \_\_\_\_\_  
\* 11/13/24 SEQ: \_\_\_\_\_ 15:43:51

APPR CODE: \_\_\_\_\_

VISA

\*\*\*\*\*

\*\*\*

AMOUNT \$58.10  
TIP \$6.90  
TOTAL \$65.00

00 - APPROVED - 001

VISA CREDIT

AID: \_\_\_\_\_

Thank You  
Please Come Again!

CUSTOMER COPY

# Fairmont

HOTEL MACDONALD

10065 100 Street NW  
Edmonton, AB, T5J 0N6  
Tel: 780-424-5181  
Fax: 780-429-6481  
G.S.T. Registration # 846543619

Room [REDACTED]  
Folio # [REDACTED]  
Cashier # [REDACTED]  
Page # : 1 of 1

Mr Sandy Edmonstone  
[REDACTED]

ALL Membership # [REDACTED]  
Group Name : [REDACTED]  
Company Name : GOVERNMENT OF CANADA GLOBAL MASTER

Arrival : 11-12-24  
Departure : 11-13-24

Date	Description	Additional Information	Charges	Credits
11-12-24	Package Charge		239.00	
11-12-24	Room - Destination Marketing Fee		7.17	
11-12-24	Room - GST		12.31	
11-12-24	Room - AB Tourism Levy		9.85	
11-13-24	Visa card	XXXXXXXXXXXX [REDACTED] XX/XX		268.33

GST Summary		Total Charges	268.33	
Room	12.31	Total Credits		268.33
F&B	0.00			
Other	0.00			
Total	12.31	Balance		0.00



For information or reservations, visit us at [www.fairmont.com](http://www.fairmont.com) or call Fairmont Hotels & Resorts from: United States or Canada 1 800 441 1414

Pour information et réservations visitez notre web au [www.fairmont.com](http://www.fairmont.com) ou téléphoner au Hôtels Fairmont de: États-Unis ou Canada 1 800 441 1414

Thank you for choosing to stay at Fairmont Hotel Macdonald

**Subject:** Air Canada - Electronic Ticket Itinerary/Receipt  
**Date:** Monday, November 4, 2024 9:22:57 PM

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*



## Itinerary/Receipt

**Electronic Ticketing confirmed. This is your official itinerary/receipt.** We thank you for choosing Air Canada and look forward to welcoming you on board.



Seats have been pre-selected for you.  
Click on the button below to **see all seat options**  
**and change your seat(s)**



**Choose your seat(s)**



### Booking Information

**Booking Reference:** [REDACTED]

**Main Contact:**  
Sandy Edmonstone  
[REDACTED]

#### Customer Care

**Air Canada**  
1-888-247-2262

**Flight Arrivals and  
Departures**  
1-888-422-7533

- [Manage My Booking](#) (change, cancel, upgrade).
- [Change Seats](#) get more seating options for my flight.
- Purchase [Maple Leaf Lounge Access / Meal Vouchers](#)
- Receive [Flight Status Notifications](#) directly to my email or mobile phone.
- Check [Flight Arrivals and Departures](#).
- [Check in online](#) and print my boarding pass.

### Flight Itinerary

Flight	From	To	Stops	Fare Type	Meal
[REDACTED]	<b>Los Angeles (CA)</b> Tue 12-Nov 2024 17:10	<b>Vancouver (BC)</b> Tue 12-Nov 2024 20:11	0	Flex, M	
[REDACTED]	<b>Vancouver (BC)</b> Tue 12-Nov 2024 21:55	<b>Edmonton International (AB)</b> Wed 13-Nov 2024 00:27	0	Flex, M	
Flight [REDACTED] is operated by AIR CANADA EXPRESS - JAZZ. Please check in directly at the AIR CANADA EXPRESS - JAZZ counter. Certain smaller carriers conduct airport operations through the ticketing counter of larger airlines. If you have any difficulty locating the appropriate counter, please ask an Air Canada agent for assistance.					

## Passenger Information

1: <b>Sandy Edmonstone</b>	: Ticket Number:	
Air Canada Aeroplan:		Meal Preference:
Seat Selection:		Special Needs: <b>None</b>

## Flight Credit Summary

Southwestern Flex YYC YEG YVR 8 credits**1 Flight Credit**

Taxes, fees, and charges included

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

Air Passenger Protection Regulations Notice: If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact your air carrier or visit the Canadian Transportation Agency's website. General terms and conditions pertaining to flight delays, cancellations, denied boarding, seating of children and lost or damaged baggage can be found in Air Canada's [General Conditions of Carriage and Tariffs](#).

## Important Information

All passengers are advised to view the [Travel documentation](#) page for important information on identification required for travel.

### Travel Documents

Air Canada applies travel document and animal entry and exit requirements contained in IATA's Travel Information Manual, available on the <https://www.iatatravelcentre.com/>

### Baggage Policy

[Carry-on baggage](#) | [Checked baggage](#)

[Check-in and boarding times](#)

### Baggage Allowance and Fees

Prepare your checked and carry-on baggage with the help of our [Baggage Guide](#).

#### [Carry-on Baggage](#)

On your Air Canada- or Air Canada Express-operated flight, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15,5 x 21,5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. [View more details](#).

#### [Checked Baggage](#):

Please see below for details on the bags you plan on checking at the baggage counter.

#### Error

**Regular Baggage Allowance** We are unfortunately not able to retrieve baggage allowance information for this flight (error ERR-SYS-5003). Please refer to our [Checked baggage](#) page for details.

\* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to 1st and 2nd bag fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to the 2nd bag fee. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to the 2nd bag fee. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country you are travelling from; certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

### Additional Baggage Allowance for Air Canada Altitude and Star Alliance members

Baggage check-in must occur with Air Canada, Air Canada Express (flights operated by Jazz, Sky Regional, Air



From: [Air Canada](#)  
To: [REDACTED]  
Subject: Air Canada - Electronic Ticket Itinerary/Receipt  
Date: Wednesday, July 17, 2024 2:25:03 PM

## Flight Pass



Your flight pass purchase is confirmed.

**Please print this receipt for your reference.**

Thank you for choosing Air Canada and we look forward to welcoming you on board.

### Flight Pass Information

Flight Pass Reference: [REDACTED]

Product Name: **Southwestern from Calgary - Edmonton and Vancouver - 6 credits**

Product ID: [REDACTED]

Start Date: **Jul 17, 2024**

Expiry Date: **Jul 17, 2025**

Exchange one credit per direction on the following [routes](#).

#### Customer Care

**Questions about your booking or Air Canada online services?**

1-888-247-2262

#### Online services

- [Manage my flight pass](#)  
(Book, View, Change and Cancel flights).

### Contact Information

Flight Pass Owner: **SANDY EDMONSTONE**

Email address: [REDACTED]

Aeroplane Number: [REDACTED]

Phone Number: [REDACTED]

Payment Card Number: \*\*\*\*\* [REDACTED]

### Fare Quotes Details

#### Fare Summary

	Total Charge
Southwestern from Calgary - Edmonton and Vancouver - 6 credits	\$2,250.00
<b>Taxes</b>	
Canada Goods and Services Tax (GST/HST #100092287 RT0001)	112.50
<b>Total taxes</b>	<b>\$112.50</b>
<b>Grand Total - Canadian Dollars</b>	<b>\$2,362.50</b>

**Note:** using 1 flight credit - \$2,362.50 divided by 6 = \$393.75 for flight on November 12th

### Applicable Rules

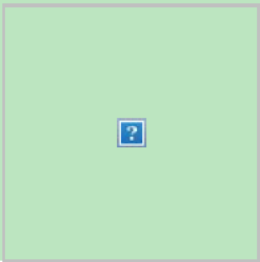
From: [REDACTED]  
To: [REDACTED]  
Subject: [Sandy Canada] Your Wednesday morning trip with Uber  
Date: Wednesday, November 13, 2024 1:30:56 AM



Total CA\$48.95  
November 13, 2024

Thanks for tipping,  
Greatest

Here's your updated Wednesday  
morning ride receipt.



Total CA\$48.95

Trip fare CA\$37.14

Subtotal CA\$37.14

Booking Fee ☐ CA\$0.15

Airport drop-off fee / Airport pick-up fee CA\$3.25

Tip CA\$6.38

GST CA\$2.03

Payments



Sandy Canada ••• [REDACTED]  
11/13/24 1:30 AM

CA\$48.95

[Visit the trip page](#) for more information, including invoices (where available)

From: [REDACTED]  
To: [REDACTED]  
Subject: [Sandy Canada] Your Wednesday morning trip with Uber  
Date: Wednesday, November 13, 2024 8:30:16 AM



Total CA\$8.77  
November 13, 2024

Thanks for tipping,  
Greatest

Here's your updated Wednesday  
morning ride receipt.



Total CA\$8.77

Trip fare CA\$6.08

Subtotal CA\$6.08

Booking Fee ☐ CA\$1.02

Per-Trip Fee CA\$0.30

Tip CA\$1.00

GST CA\$0.37

Payments



Sandy Canada [REDACTED]  
11/13/24 8:30 AM

CA\$8.77

[Visit the trip page](#) for more information, including invoices (where available)

From: [Redacted]  
To: [Redacted]  
Subject: [Sandy Canada] Your Wednesday morning trip with Uber  
Date: Wednesday, November 13, 2024 12:58:41 PM



Total CA\$8.43  
November 13, 2024

Thanks for tipping,  
Greatest

Here's your updated Wednesday  
morning ride receipt.



Total CA\$8.43

Trip fare CA\$5.76

Subtotal CA\$5.76

Booking Fee ☐ CA\$1.02

Per-Trip Fee CA\$0.30

Tip CA\$1.00

GST CA\$0.35

Payments



Sandy USA [Redacted]  
11/13/24 12:58 PM

CA\$8.43

[Visit the trip page](#) for more information, including invoices (where available)

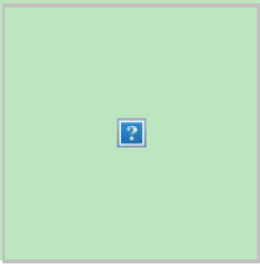
From: [Redacted]  
To: [Redacted]  
Subject: [Sandy Canada] Your Wednesday afternoon trip with Uber  
Date: Wednesday, November 13, 2024 1:55:35 PM



Total CA\$50.70  
November 13, 2024

Thanks for tipping,  
Greatest

Here's your updated Wednesday  
afternoon ride receipt.



Total CA\$50.70

Trip fare CA\$38.29

Subtotal CA\$38.29

Booking Fee ☐ CA\$0.15

Airport drop-off fee / Airport pick-up fee CA\$3.25

Per-Trip Fee CA\$0.30

Tip CA\$6.61

GST CA\$2.10

Payments



Sandy Canada [Redacted]  
11/13/24 1:55 PM

CA\$50.70

From: [REDACTED]  
To: [REDACTED]  
Subject: Air Canada - 13 Nov 2024: Edmonton - Calgary (Booking reference: [REDACTED])  
Date: Monday, November 4, 2024 7:18:02 PM



## Booking Confirmation

Issued 05 Nov, 2024

[Manage booking](#)

[Check-in](#)

Thank you for choosing Air Canada. Below are your flight details and other useful information for your trip.

**IMPORTANT :** This is your official itinerary/receipt. You must bring it with you to the airport for check-in. Please print/retain this page for your financial records (for taxation, expense claim or credit card reconciliation purposes).

For a successful journey, it's essential that your travel documents are valid for entry and transit through all countries/regions on your itinerary. Remember that failure to comply with travel requirements may result in refusal to travel. For detailed information, consult our [Travel Documents page](#) and our [Travel Ready hub](#).

### Flights

**Departure • Wed 13 Nov, 2024**

Economy Flex

**Edmonton YEG**

**14:15**

Edmonton Int.

**Calgary YYC**

**15:14**

Calgary Int.

[REDACTED] • Operated by Air Canada Express - Jazz

Aircraft type: [De Havilland Dash 8-400](#)

Duration: 59m

Cabin: Economy Class (U)



## Passengers

**Sandy Edmonstone**

Ticket #: [REDACTED]

Aeroplan #: [REDACTED]

## Seats

YEG    YYC



## Purchase Summary



**CAD \$520.23**

**1 Adult**

### Air transportation charges

Base fare - departure	\$435.00
-----------------------	----------

Carrier surcharges	\$16.00
--------------------	---------

### Taxes, Fees and Charges

Air Travellers Security Charge - Canada	\$9.46
---	--------

Goods and Services Tax - Canada - 100092287 RT0001	\$24.77
---	---------

Airport Improvement Fee - Canada	\$35.00
----------------------------------	---------

<b>Grand total</b>	<b>CAD \$520.23</b>
--------------------	---------------------

## Check-in and boarding gate deadlines

### Check-in and baggage drop-off opens