

## Recovery Alberta Board and Executive Expense Report

**Name:** Richard Heron  
**Title:** Lead, People & Culture  
**Location:** Red Deer

Expenses posted during the month of October 2025

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					-			
Oct-25	Expense Claim	Meetings		48	174	162	383			
	Direct Bill	Meetings					-			
<b>Total by category</b>			\$ -	\$ 48	\$ 174	\$ 162	\$ 383	\$ -	\$ -	\$ -

**Total posted for the Month**     \$        383

Maximum daily single meal expense posted in the month     \$        24  
Maximum daily base hotel rate posted in the month             \$        149  
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

## RA Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
HERON, RICHARD	Lead, People & Culture	Red Deer	\$ 383.36								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
10/22/2025	Recovery Alberta CEO and Executives tour of Addiction and Mental Health sites in the Calgary Zone and surrounding areas.		Mileage-Other	\$ 80.80	Red Deer	Calgary		1			160
10/22/2025	Recovery Alberta CEO and Executives tour of Addiction and Mental Health sites in the Calgary Zone and surrounding areas.	AB - Other Zones	Meals Per Diem	\$ 24.00				1			
10/22/2025	Recovery Alberta CEO and Executives tour of Addiction and Mental Health sites in the Calgary Zone and surrounding areas on October 22 and 23, 2025.	AB - Other Zones	Accommodations	\$ 174.26				1			
10/23/2025	Recovery Alberta CEO and Executives tour of Addiction and Mental Health sites in the Calgary Zone and surrounding areas.	AB - Other Zones	Meals Per Diem	\$ 23.50				1			
10/23/2025	Recovery Alberta CEO and Executives tour of Addiction and Mental Health sites in the Calgary Zone and surrounding areas.		Mileage-Other	\$ 80.80	Calgary	Red Deer		1			160
Approver(s) for the claim	Approval Status	Approval Date									
BALES, KERRY R	Approve	30-Oct-25									

**INFORMATION INVOICE**
**Sandman Hotel & Signature Hotel Calgary Airport**

Richard Heron

 Print Date 10/29/25  
 Page No. 1 of 1  
 Room No. [REDACTED]  
 Arrival 10/22/25  
 Departure 10/23/25  
 Conf. No. [REDACTED]  
 Folio No. [REDACTED]  
 GST No. 121767065 RT 0001

Company Name: Alberta Health Services\*

Date	Description	Charges CAD	Credits CAD
10/22/25	Government Rate	149.00	
10/22/25	Room - DMF	8.94	
10/22/25	Room - GST	7.90	
10/22/25	Room - Tourism Levy	6.32	
10/22/25	ECO Fees	2.00	
10/22/25	GST - ECO Fees	0.10	
10/23/25	MasterCard XXXXXXXXXX [REDACTED]		174.26
<b>Total</b>		174.26	174.26
<b>Balance</b>		<b>0.00</b>	<b>CAD</b>
Net Amount		149.00	CAD
Room - GST		8.00	CAD
Room - Tourism Levy		6.32	CAD
Room - DMF		8.94	CAD
ECO Fees		2.00	CAD
Total incl. vat		174.26	CAD

I agree to be personally liable should the indicated company or person fail to pay for any part of the total charges.

**Guest Signature**

 Merchant ID  
 Transaction ID  
 Approval Code  
 Approval Amount

 [REDACTED]  
 [REDACTED]  
 [REDACTED]  
 174.26

 Credit Card #  
 Credit Card Expiry  
 Capture Method  
 Transaction Amount

 XXXXXXXXXXXX [REDACTED]  
 XX/XX  
 Swiped  
 174.26