

## Conference Symposia & Receptions/Banquets at the Fundy Discovery Aquarium!

**NOTE:** The below details describe conference symposia and reception/banquet hosting in the Fundy Discovery Aquarium. Please reach out to host smaller group meeting & events in Anderson House or student focused field trips & workshops so we can redirect you accordingly! Academic and non-profit rental rates are also possible.

Host your conference symposium in a truly memorable venue within the modern soft seat *Dunn Theatre* in the Fundy Discovery Aquarium while providing lunch and nutrition breaks within the Aquarium Galleries. The Fundy Discovery Aquarium and outside grounds also provide a special ambiance for an evening reception or banquet ceremony in the event that your main conference venue is elsewhere!



- ✓ Meeting Space – The Fundy Discovery Aquarium offers the only modern lecture theatre in all of St. Andrews-by-the-Sea to host a conference symposium with comfortable theatre seating, professional audiovisual equipment, and exclusive access to the underwater life of the Bay of Fundy during your meeting!
  - Let us know your preferred meeting dates to secure the space and number of expected participants. Rental rates for exclusive use of the entire Fundy Discovery Aquarium for your conference (includes 3 hr set-up time the day before first day of your meeting):
    - September – May = **\$2,500 per day** rental rate
      - Reception or banquet only at the Fundy Discovery Aquarium **evening rental for \$750** with set-up beginning at 3:30 pm
    - June, July & August = **\$10,000 per day** rental rate
      - Reception or banquet only at the Fundy Discovery Aquarium **evening rental for \$3,000** with set-up beginning at 3:30 pm
- ✓ Catering – Meetings hosted on the Huntsman Marine campuses enjoy food service that offers taste, quality and appeal in partnership with Dominion Hill Country Inn. We want guests to experience the passion we have for good food that is well prepared and attractively presented.
  - We will work with you to ensure your participants are well fed, both body and mind, including choices that provide accommodation for special dietary restrictions.
  - Example breakfast, morning and afternoon nutrition break, lunch and dinner menus with base pricing are provided on the following pages to serve as a guide as you plan your meeting.
  - Cocktail hors d'oeuvres are also available should you decide to host your group for an evening reception.
- ✓ Don't forget to ask about our special group experiences to provide a truly unforgettable meeting at the Fundy Discovery Aquarium.

Our kitchen team is ready to work with event organizers to ensure that the food service meets their specific needs, timetable and budget. The most common selections are listed below but a customized menu for your event is also possible. Note that our conference symposium and reception/banquet menus for the Fundy Discovery Aquarium are designed for a **minimum order of 50 participants**. 15% gratuity will be applied to all food service prices for these conference symposium and reception/banquet events.

### **Continental Breakfast: \$14 per person**

- Hot Dishes (e.g., individual quiches, breakfast casserole, scrambled eggs & bacon, cinnamon oatmeal with topping options)
- Selection of Cereals
- Fresh Fruit Salad
- Yogurt Parfait
- Bread, bagels, muffins and baked goods
- Coffee, assorted teas, juice

### **Snacks & Nutrition Breaks**

#### **Morning: \$9 per person**

- Coffee, assorted teas, juice
- Muffins, cinnamon rolls, assorted pastries
- Various yogurts
- Fresh fruit

#### **Afternoon: \$8 per person**

- Coffee, assorted teas, iced tea, lemonade
- Crackers & cheese
- Veggies & dip
- Fresh fruit options

#### **Refreshments only: \$5 per person**

- Coffee, assorted teas, iced tea, lemonade

**\*\*Please indicate any food allergies or dietary restrictions\*\***

## Lunches: \$29 per person

Lunch is presented in a self-serve buffet style and set out within the *Flemer Gallery* with indoor seating for up to 130 attendees to dine provided in the adjacent *Anderson Gallery*. Additional seating is available outside when the weather cooperates. Group lunches are determined by the organizer who will select a soup or salad and an assortment of five sandwiches and/or wraps with the most common selections listed below. A variety of baked goods for dessert and refreshments are included. Adjustments to your menu and the listed pricing are possible to provide the experience that you are looking for.

### Soups:

- Broccoli, potato & cheddar soup (VG, GF)
- Roasted tomato & fresh basil soup (VG, V, GF)
- Maple sweetened butternut squash soup (VG, GF)

### Salads:

- Traditional Greek salad (spinach, cucumber, cherry tomato, red onion, coloured peppers, black olives, oregano) (VG, GF)
- Garden market salad (mixed salad greens, cucumber, basil, cherry tomatoes, black olives) (VG, V, GF)

**Sandwiches:** Also may be offered gluten free with sufficient advance notice.

- Smoked meat on rye (Smoked meat with lettuce and Dijon mustard)
- Turkey club (turkey, bacon, cheddar cheese, tomato, arugula, avocado)
- Ham & Swiss (Ham, Swiss cheese, lettuce, tomatoes, Dijon mustard and mayo)
- Avocado veggie sandwich (avocado, tomato, red onion, cucumber, spinach, Dijon and sprouts (VG, V)

**Wraps:** Also may be offered gluten free with sufficient advance notice.

- Chicken Caesar (chicken, romaine lettuce, bacon, parmesan and Caesar dressing)
- Classic egg salad (eggs, green onion, celery, Dijon mayo, lettuce)
- Grilled salmon (with smoked paprika, cream cheese, tomato, romaine, and grated carrot)
- Pesto chicken wrap (pesto chicken, shredded lettuce tossed with Caesar dressing, crumbled bacon, shredded cheese)
- Avocado veggie wrap (avocado, tomato, red onion, cucumber, spinach, Dijon and sprouts (VG, V)

**Dessert:** An assortment of baked goods, including cookies, brownies, and dessert squares.

**Refreshments:** Coffee, tea, lemonade, iced tea

\*\*Please indicate any food allergies or dietary restrictions\*\*

**Reception Cocktail Hor d'oeuvres:** Served and self-serve options are available for receptions and cocktail parties for up to 200 attendees.

**Popular Hor d'oeuvres: \$21 per dozen**

- Bacon Jam & Brie Tart (VG)
- Baked Apple & Cheddar Tart (VG)
- Honey Mustard & Prosciutto Tarts
- Loaded Mini Yukon Gold Potato Bites (GF)
- Seasoned Meatballs and Tomato Skewer
- Mini Mushroom Wellingtons with Salsa Verde (VG)
- Candied Bacon Skewers (GF)
- Savory Cream Cheese and Cherry Tomato Crostini (VG)
- Japanese Style Pork & Chicken Dumplings (DF)
- Chicken Satays with Sunflower Butter Sauce (GF, DF)

**Seafood Hor d'oeuvres: \$26 per dozen**

- Grilled Shrimp Satays with Citrus Butter (GF)
- Grilled Salmon Satays with Maple Dijon or Salsa Verde (GF, DF)
- Smoked Salmon Crostini, Cream Cheese, Capers, Bacon Wrapped Atlantic Scallops (GF, DF)

**Antipasto Platter: \$185 – serves 25 in self-serve style**

- Various Cheeses, Cured Meats, Preserves, Mixed Olives, Crackers, Freshly Baked Breads, Pickles and Olives, Herb infused Butter & Mustards

**Cheese Charcuterie Board: \$95 – serves 25 in self-serve style**

- Assorted Cheeses, Seasonal Fruit and Crackers

**Veggie Platter: \$65 – serves 25 in self-serve style**

- Variety of Fresh vegetables with a Peppercorn Ranch Dip

**Evening Snacks:**

- A variety of evening snacks can be prepared to be served during the evening. Please discuss options with our kitchen staff.

**\*\*Please indicate any food allergies or dietary restrictions\*\***

**Bar Services:**

Huntsman Marine dining areas are licensed and a bar may be available for dinner and cocktail events.

- ✓ Cash bar rental includes **\$200/bar set-up fee** and **\$25/hr/bar** rental rate for a 3 hour rental minimum.

**Dinners:** Fine dining with three courses for \$59 per person or four courses for \$67 per person in the Fundy Discovery Aquarium for up to 96 guests. We can also offer casual dining options as well.

We seek to make our evening meals a special occasion in the Fundy Discovery Aquarium. Dining space and tables will be appropriately decorated for your event with linens, charger plates, centerpieces, candles and cloth napkins. Numbers must be confirmed **14 business days** prior to the event. Entrée options for guests with dietary restrictions or allergies are available at no additional cost with advance notice.

**Three Course Dinner (Soup or Salad) or Four Course Dinner (Soup and Salad) for the group:**

**Soups:** All soups are served with House-made herbed Focaccia or Brioche dinner rolls

- **Tomato & Sweet Basil Bisque** (roasted tomatoes, sweet basil, cracked black pepper, sweet crème)
- **Merlot and Mushroom Beef Bourguignon** (boneless beef chuck stewed with sweet onion, carrots, and celery)
- **Butternut squash & maple Velouté** (roasted butternut squash infused with maple essence and cream)

**Salads:**

- **Tossed Garden Salad** (Mixed artisan greens, red onion, cucumber, bell peppers, shaved carrot, Old Cheddar Cheese, served with balsamic vinaigrette)
- **Classic Caesar** (Chopped romaine, smoked bacon crumble, fresh lemon, cracked black peppercorn, parmigiano reggiano cheese, roasted garlic creamy Caesar dressing. Hand tossed and garnished with crispy croutons)
- **Moroccan Beetroot Salad** (Roasted beetroot, finely sliced red onion, cumin, orange zest, extra virgin olive oil, Chevre Goat Cheese, fresh mint & cilantro)
- **Cranberry & Spinach Salad** (Chiffonade spinach, slivered/ buttered almonds, Kosher dried cranberries, Feta cheese served with white wine vinaigrette)

**Choose 1 or 2 Entrees:** Note that if two entrees are selected then the numbers for each option must be provided. Entrees are served with fresh Brioche rolls and whipped infused butter.

- **Oven Roasted Chicken Supreme** (Roast chicken supreme (6oz) served with your choice of garlic mashed potatoes or roasted fingerlings, carrot and green bean medley and sauced with white wine jus or mushroom creme sauce)
- **AAA Canadian Beef Striploin** (Slow roasted, tuscan style, beef (8oz) served with your choice of garlic mashed potatoes or roasted fingerlings, braised carrots, sauced with red wine jus or sauce au raifort (horseradish cream sauce)
- **Fresh Seared Atlantic Salmon** (Maple Dijon glazed Salmon fillet (6oz) served with your choice of garlic mashed potatoes or roasted fingerlings, roasted carrot and sweet pea medley)
- **Herb-crusteD, Oven Roasted Turkey Dinner** (Classic turkey dinner (8oz) served with garlic mashed potatoes, traditional dressing, roasted carrots and sweet pea medley, cranberry remoulade and sauced with rosemary-sage gravy)
- **Honey-Maple Glazed Ham** (Oven roasted Toupe ham (6oz) served with your choice of garlic mashed potatoes or oven roasted fingerlings, butternut squash puree, and German cabbage Kohlschlage (Vinegar slaw)
- **Breaded Chicken Parmesan** (White meat chicken cutlet (6oz) served over al-dente spaghetti noodles with house made marinara, mozzarella cheese and parmesan)
- **VEGETARIAN: Mushroom Risotto** (Risotto rice, fresh cream, vegetable stock, mushroom medley, shallots, and herbs)
- **VEGETARIAN: Fried Gnocchi-Formaggio** (Pan seared potato gnocchi with garlic pesto, parmesan, fetta, and pickled red onion)

### Choose one Dessert:

- **New York Style Cheesecake** (Served with your choice of blueberry compote or Whiskey toffee sauce)
- **Sticky Toffee Pudding** (Served with salted caramel sauce and Chantilly cream)
- **Baileys Creme Brulee** (Served with wafer cookie)
- **Classic Italian Tiramisu** (Chantilly cream, mascarpone cheese)

### Bar Services:

Huntsman Marine dining areas are licensed and a bar may be available for dinner and cocktail events.

- ✓ Cash bar rental includes **\$200/bar set-up fee** and **\$25/hr/bar** rental rate for a 3 hour rental minimum.

### Huntsman Marine Bus

We operate an 11-passenger + wheelchair accessible bus that may also be booked to facilitate transfer of your meeting participants from their accommodations within the Town of St. Andrews to the Fundy Discovery Aquarium.

- ✓ 3-hour minimum rental
- ✓ **\$125/hr** rental rate includes bus and driver
- ✓ **\$0.50/km** fuel surcharge applied to all travel outside of St. Andrews further than the Ghost Road connector for Highway 127



### Special Group Experiences

Don't forget to ask about pricing for our specially curated and unique group experiences to provide a truly unforgettable meeting for your participants! Here are some amazing ideas to get your creativity flowing:

- ✓ **Bay of Fundy Interpretation** – explore the *Fundy Discovery Aquarium* exhibits with our interpreters present to answer their questions (Program Length: 1-3 hours and may be timed with your breaks or lunch; <https://www.huntsmanmarine.ca/aquarium>)
- ✓ **Into the Bay of Fundy** – increase your knowledge with this great opportunity to touch and hold a series of tide pool animals, such as sea stars, sea urchins, sea cucumbers, etc. under careful guidance by a *Fundy Discovery Aquarium* interpreter (Program Length: up to 2 hours and may be timed with your breaks or lunch)
- ✓ **Buddy Interactions** – include our mascot Buddy the Seal to provide fantastic photo opportunities for a truly memorable meeting (Program Length: appearances in 30-minute blocks possible and may be timed with your breaks or lunch)

## Catering Overview

### *Guarantee*

Huntsman Marine must be notified of the guaranteed number of guests to be served, function details and menu selections at least **14 business days** before the function to ensure availability, proper staffing and co-ordination of your function. The client will be billed based on the greater of the guaranteed number of guests or the actual number of guests in attendance (note that food services have a **minimum order for 50 participants**). Huntsman Marine does not assume responsibility to provide food service for more than 5% above the guaranteed number.

### *Catering*

Dominion Hill Country Inn provides all food services in Huntsman Marine venues. We will connect you directly with the appropriate Dominion Hill point of contact to develop your specific menu within your allotted budget. Note that the food service items listed within this document are provided for inspirational purposes but certainly discuss your wants and needs directly with Dominion Hill to ensure your event is memorable for all of your participants.

### *Deposits and Payments*

You will make three separate payments before your symposium is hosted at the Fundy Discovery Aquarium:

- The **initial 15% non-refundable deposit** based on the estimated total is due upon signing the contract to save your date.
- The **second 35% non-refundable deposit** based on the estimated total is due three months before the symposium date to provide your firm commitment.
- The **final 50% payment** is due 14 business days before the symposium date and coincides with your final participant count. This payment will be adjusted based on your final participant count.

### *Cancellations*

The convener shall be liable for any ancillary services and expenses incurred by Huntsman Marine to host your event even if the event is cancelled.

### *Menu*

Whether you choose from our suggested menus or create a custom bill of fare, the finalization of your decision must be made as soon as possible but certainly a minimum of **14 business days** prior to your conference symposium or reception/banquet. Please advise our Event Coordinator **14 business days** prior to the event of any special dietary considerations or allergies to ensure a safe and enjoyable event for all your guests. All food and beverages are subject to a fifteen percent (15%) Gratuity Service Charge.

### *Beverages*

Huntsman Marine supports the responsible service and consumption of alcoholic beverages in compliance with the regulations of the New Brunswick Alcohol Authority. Huntsman Marine reserves the right to discontinue service to patrons who violate the principle of responsible alcohol consumption. All beverages served must be provided by the NBLC under Huntsman Marine license.