



**NB MINOR HOCKEY COUNCIL
OPERATIONS MANUAL
2009-2010**

NBMHC OPERATIONS MANUAL

AS AMENDED: JUNE 14, 2009

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The following are found on HNB's website – www.hnb.ca

- NBMHC Fair Play Policy
- NBMHC Minimum Standards of Discipline
- Hockey Canada Co-ed Dressing Room Policy
- NBMHC Provincial Championship Guidelines
- NBMHC Community Hockey Guidelines

NBMHC OPERATIONS MANUAL

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SECTION 1 – OBJECTIVES

- 1.0 To foster, encourage, promote and improve all male and female organized minor hockey within the Province of New Brunswick in the following divisions: Minor-Junior, Midget, Bantam, Peewee, Atom, Novice and Initiation. *08.11.06*
- 1.1 To provide, promote, organize and maintain competition for all who desire to participate in minor hockey and to provide provincial championships for players competing at the development and competitive levels in accordance with Provincial Championship Guidelines. *6.13.04*
- 1.2 To exercise a general supervision and direction over the playing interests of its minor hockey players, coaches, managers and executives with emphasis on the enhancement of good character and citizenship. *08.11.06*
- 1.3 To continue to develop a Minor Council Officials' Division in co-operation with the NBHOC. *6.13.04*

SECTION 2 - GENERALITIES

- 2.0 **COMMITMENT**
By joining HNB and HC as a member, a person willingly accepts to abide by and conform to HNB's and HC's Constitutions, Regulations and Playing Rules. *9.20.04*
- 2.1 **PRINCIPLES**
All members must abide by the NBMHC Operations Manual which consists of additions to or clarifications of HNB Constitution Articles, By-Laws and Regulations and Hockey Canada constitution Articles, By-Laws and Regulations and Playing Rules. *9.20.04*
- 2.2 **RESTRICTION OF ACTIVITIES TO MEMBERS**
Only members who have registered with a NBMHC district association, community club, league or team and for whom an insurance premium has been paid for the current season may take part in HNB Minor Hockey Council activities. Conversely, no member may participate in activities where non-members, who have been so identified by HNB, are involved, unless previously approved by HNB's Risk, Conduct and Safety Management Committee. *6.11.06*
- 2.3 **HOCKEY SEASON**
Obligations by a member and the granting of privileges resulting from their membership with HNB and NBMHC remain in force from May 1 to April 30. *6.15.08*

- 2.4 No breweries, distilleries, wineries or tobacco companies shall be permitted to display advertising or any connotation of the aforementioned on uniforms or equipment of any team. *6.13.04*

SECTION 3 – FINANCIAL

- 3.0 Each district association, community club or league seeking membership with the NBMHC must pay annual fees as per HNB's Fiscal Policy. *6.13.04*
- 3.1 Membership dates must be followed: *9.20.04*
- a. Associations/clubs must be registered as per Section 13.2. *9.20.04*
 - b. Leagues must be registered as per Section 14.1. *9.20.04*
 - c. Players must be registered and paid as per Section 3.4-a. *9.20.04*
 - d. The last day to register a development or competitive player with an association or club is January 10. *6.11.06*
 - e. The NBMHC Executive Committee may entertain membership of players between January 11 and February 10. *9.20.04*
- 3.2 The fiscal year end of the Council shall be March 31. *6.13.04*
- 3.3 All district associations, community clubs and leagues must have all outstanding accounts to HNB settled prior to registering for the upcoming hockey season. Notification of outstanding accounts will be forwarded to the District Director monthly of each season. *6.11.06*
- 3.4 a. Billing schedule, as follows:
- | | |
|-------------|---|
| September 1 | District associations and community clubs will be invoiced on their previous year's membership numbers. <i>6.13.04</i> |
| November 30 | District associations and community clubs must ensure that all monies for all players, coaches, bench personnel and volunteers are registered and insured with HNB and paid or they will lose their competition privileges. Late membership fees must be forwarded to the HNB office, together with all monies, owing, immediately following their membership application. <i>6.10.07</i> |
| January 31 | The HNB office will prepare a comparison by association/club of membership numbers and membership/insurance monies submitted and invoice the associations for the balance outstanding with a deadline to submit payment on February 15. <i>6.15.08</i> |

- b. The membership of all development teams must be filed by the team to the District Director prior to their first league game. Such membership must include player and bench personnel, and payment for all membership fees and insurance premiums. Prior to their first exhibition game or jamboree, all development teams must submit to the HNB Director of Administration, a list of all players and bench personnel, a completed exhibition game roster. *6.14.09*
 - c. All hockey members not registered with HC the previous season shall be eligible to try out for any team pursuant to current regulations. If that member wishes to access any HC insurance program, the team must immediately register such person to its HC team for the current season. *6.15.08*
- 3.5 The expenses of NBMHC Executive Committee members to attend approved and scheduled meetings of the Council or any special meetings or business for the NBMHC shall be paid in accordance with HNB's Fiscal Policy. *6.13.04*

SECTION 4 – CERTIFICATION

- 4.0 December 15 of the current season shall be the deadline for all persons requiring certification to obtain their certification, as follows: *6.11.06*
- a. All persons involved in instructing children from the ages of 5-8 inclusive require Introduction to Coach, *6.11.06*
 - b. All minor hockey coaches in Development AAA require NCCP Development 1, *6.11.06*
 - c. All other coaches not mentioned above require NCCP Coach Stream. Persons that are qualified or certified at a higher NCCP course shall be grandfathered as qualified at lower NCCP courses. *6.14.09*
 - d. All bench and on ice personnel 16 years and older, registered with Hockey New Brunswick, require Hockey Canada's Speak Out! *6.15.08*
 - e. All HNB registered minor hockey teams must have a bench staff member that has completed the Hockey Canada Safety Program. Their certification will expire five years after the date of the program certification course. *6.14.09*

SECTION 5 – MEMBER DISCIPLINE

- 5.0 Any violation of the NBMHC Constitution, By-Laws or Regulations or decisions of the Executive Committee by any member of the NBMHC shall render such member liable to suspension by a 2/3rds vote of the NBMHC Executive Committee. *6.13.04*
- 5.1 In the event of a violation or non-compliance with a HC, HNB, NBMHC constitution and operating procedures of leagues, district associations, community clubs and/or teams will be restricted to play within the geographical boundaries of their respective Districts. In addition they will forfeit their privilege to participate in any and all provincial championship play as sanctioned by the NBMHC. *9.10.06*
- 5.2 Responsibility for issuing suspension as per Minimum Standards of Discipline:

9.20.04

- Development league/playoff games League President
- Competitive league/tournament/exhibition games NBMHC District Director,
or designate
- Conduct/Code of Ethics NBMHC Chair/HNB President

- 5.3 A Suspension Carry Over List shall be forwarded by HNB to League Presidents, NBMHC, NBHOC and Operations Council at the commencement of each season.
6.11.06

SECTION 6 – PROTESTS, HEARINGS, APPEALS

- 6.0 PROTESTS:
A verbal protest must be made by the captain of the aggrieved team to the referee at the first reasonable opportunity after the action or decision, complained of, 5 minutes after the close of the period in which such action or decision is made or within 5 minutes after the end of the game and said protest must be noted on the Official Game Report by the referee. 6.13.04
- 6.1 HEARINGS:
- a. Complaints must be submitted to the Community Club in keeping with their procedures. If the complainant is not satisfied with the community club’s written results, they may then direct their concerns to their NBMHC District Director. 9.20.04
 - b. Complaints shall only be considered when submitted in writing to the District Director on the official HNB complaint intake form. 6.10.07
 - c. Written complaints must be submitted within 24 hours of the incident or of receiving a written response from their community club. 9.20.04
 - d. The District Director must schedule a hearing within 24 hours of receiving a written complaint. 9.20.04
 - e. The complainant may have 1 person accompany him/her to the hearing. This person does not have a voice. 9.20.04
 - f. The District Director must have a designated person accompany him/her to the hearing. This person does not have a voice. 9.20.04
 - g. The District Director must render a written decision to the complainant within 48 hours of the hearing. 9.20.04
 - h. The complainant may appeal this decision to HNB. Their appeal must be filed with HNB within 48 hours of receiving the District Directors written decision. 9.20.04
- 6.2
- a. Members incurring suspensions in excess of the Minimum Standards of Discipline shall be permitted a hearing by the District Director or League President within 48 hours of receipt of the official HNB game incident report. 06.15.08
 - b. This hearing is to consist of an interview in person or by phone of the member that has been assessed the suspension. 01.26.08
 - c. The member that has been assessed the suspension can defend himself at this time. 01.26.08

- d. The District Director or League President may choose to consult with the officials, coaching staff or any other member in attendance of the game in which the infraction occurred. *01.26.08*
- e. The District Director or League President is to render the suspension directly following the hearing. *01.26.08*
- f. The member may appeal the suspension to HNB. Their appeal must be filed with HNB within 48 hours of receiving the District Director or League President's ruling. *01.26.08*

SECTION 7 - RISK, CONDUCT AND SAFETY MANAGEMENT

7.0 The responsibility for managing risks related to the game of hockey lies with every person involved in the game. Every member should follow these general guidelines: *9.20.04*

- always be conscious of potential risks
- do not sign any agreements that transfer unnecessary responsibility to yourself or your league or association/club
- use common sense
- try to minimize risks, even though all cannot be eliminated
- practice risk management in such a way as to add to the enjoyment of the game

Good risk, conduct and safety management includes four principles: *6.11.06*

- identifying
- measuring
- minimizing and avoiding
- financing

7.1 **IMPORTANCE OF RISK, CONDUCT AND SAFETY MANAGEMENT**

The primary concern of most administrators is to reduce the frequency and severity of hockey injuries. When an injury occurs, Hockey Canada's insurance program may have to respond. If administrators are successful in managing the risks confronting the association, then injuries, claims and increased premiums can be minimized. *9.20.04*

7.2 **AREAS OF CONCERN** *9.16.06*

- . the arena contract: always read the rental agreement carefully and forward to HNB's office for Hockey Canada approval prior to signing
- . the arena: emergency exits, roofing, scoreboard, ventilation
- . the rink: boards, ice, nets, glass.
- . the verbal contract
- . bus contracts
- . equipment
- . billeting
- . child abuse
- . fundraisers *9.10.06*

7.3 **FACILITY SAFETY CHECKLIST**

Available at <http://www.hnb.ca/content/38985> *6.11.06*

7.4 STANDARD ARENA CONTRACT

Available at HNB website. 6.11.06

7.5 HNB HARASSMENT AND ABUSE POLICY AND PROCEDURES

Available at <http://www.hnb.ca/content/832> 6.11.06

SECTION 8 – SPECIAL EVENT SANCTIONING

- 8.0 HNB has adopted special event sanctioning guidelines. Each request for sanctioning will be considered on an individual basis by the Risk, Conduct and Safety Management Committee. The guidelines and application form are available at <http://www.hnb.ca/content/1196>. 9.20.04

SECTION 9 – CODE OF ETHICS

- 9.0 Managers and coaches are expected to share with game officials the responsibility for orderly conduct of the contest by the following: 6.13.04
- a. Acknowledging the authority of officials in a contest and by relating to them in a respectful manner. 6.13.04
 - b. Exercising control over players in their charge and serving as a stabilizing agent during contentious moments of games. 6.13.04
 - c. Exercising control of their own conduct so as to avoid inciting players, officials and spectators. 6.13.04
 - d. Conducting themselves at all times in a manner which is appropriate to the responsibilities of their position. 6.13.04
- 9.1 It is considered unethical for a manager or coach to comment in a disparaging manner to the press, make derogatory remarks publicly about another person, program or association. 6.13.04
- a. The criteria for imposing sanctions may be as a minimum a 3-week suspension. 9.20.04
 - b. The second incident in the same hockey season shall be an automatic suspension for a minimum of one year. 6.11.06

SECTION 10 – CONDUCT

- 10.0 The membership shall adhere to the NBMHC Fair Play Policy. <http://www.hnb.ca/content/1110> 9.20.04
- 10.1 The NBMHC Minimum Standards for Discipline shall be enforced by the District Directors and League Presidents for all discipline under the NBMHC. <http://www.hnb.ca/content/1110> 6.13.04

SECTION 11 – CONFLICT OF INTEREST

- 11.0 A potential conflict of interest is deemed to arise when any elected member of the NBMHC Executive Committee is involved: *6.11.06*
- a. As a member of or holds any position within an amateur league, community club or team *6.11.06*
 - b. In receiving remuneration of any amount for any position within an amateur hockey league, association/club or team. *9.20.04*
- 11.1 When a potential conflict of interest is deemed to have arisen, the member involved: *6.11.06*
- a. Shall immediately notify the NBMHC Executive Committee *9.20.04*
 - b. Shall not participate in discussion and shall absent themselves from the meeting when any item is being discussed by the Executive Committee or any of its Committees which the presiding Chair considers a conflict *9.20.04*
 - c. Shall not solicit information on any item *9.20.04*

SECTION 12 - ADMISSION OF A MEMBER

12.0 RESPONSIBILITIES

- a. Registrars (Minor District Presidents, Community Club Presidents and League Presidents) are responsible for ensuring that deadlines and membership procedures outlined in HNB's Constitution, By-Laws and Regulations are fully respected. *9.20.04*
- b. Association Registrars are responsible to maintain all of their association member and team information using Hockey Canada's Hockey Registry System ("HCR"). League Presidents are responsible to forward their membership application to HNB's office. *9.20.04*
- c. Conditional refusal – at all times, HNB and the NBMHC maintain the right to refuse a member's membership and shall make its reasons known. *9.20.04*
- d. Team Roster Forms must be approved by the NBMHC District Director. *6.10.07*
- e. Each District Director has the responsibility of determining clearly the recruiting territory available to each team in order to provide balanced competition. *9.20.04*
- f. The Executive Director shall provide in writing by September 1 of each season to each District Association/ Community Club President, a complete list of all registered associations/clubs giving the names, addresses and phone numbers of the President and Secretary of same. *6.15.08*

12.1 RESPONSIBILITY OF PROVING THE ELIGIBILITY OF A MEMBER

- a. Team officials have the responsibility of proving the eligibility of their players. *9.20.04*
- b. Any player proven guilty by his Branch, or HC of falsifying a birth certificate, association application form or forging and playing under an assumed name, or of having had knowledge that same had been falsified, or of playing on other than his own birth certificate, shall be automatically suspended from playing hockey with any team affiliated with the HC for a period of up to three years from the date of his suspension. *9.20.04*
- c. Any team official, executive member of a team, club or association, proven guilty after a proper hearing by his Branch or the HC of having been party to, or having

- had knowledge of the playing of an ineligible player, shall be suspended for a period of not less than 3 years from playing or holding office with any team, club or association affiliated with the HC. *6.11.06*
- d. An ineligible player may also be defined as any player deemed suspension, not properly rostered or affiliated with his team or not having met the requirement of the NBMHC Operations Manual and shall be immediately suspended until dealt with by the Executive Committee. *06.15.08*
- e. If a team participates with a player deemed ineligible, all games played with the ineligible player shall be declared a forfeit and the team shall be denied any participation in provincial playoffs during the current season. *01.26.08*

12.2 **DISTRIBUTION OF FORMS**

HNB's Director of Administration is responsible for the distribution and collection of membership application forms. *9.20.04*

12.3 **MEMBERSHIP DEADLINES** *6.15.08*

7 days prior to AGM	Minor Association / Community Club (in order to vote at the AGM)
7 days prior to the AGM	League (in order to vote at AGM)
September 1	Teams attending Regional/National championships must advise HNB office in writing
2 nd Friday of September	Midget development league play can commence
7 days following start of season	Membership lists and payments must be submitted to HNB's office (players pre-registered in HCR)
2 nd Friday of October	Bantam AAA and Peewee AAA league play can commence
2 nd Friday of November	Start of Novice 2 playing games
October 15	League membership deadline
November 30	HCR membership complete and payment submitted to HNB office
November 30	Provincial team roster forms submitted to District Director
December 15	Certification deadline
January 1	Start of Novice 1 playing games
January 10	Last day to roster a development or competitive player
January 15	Last day to sign a Special Affiliate Player Certificate in HCR
January 15	Development and competitive playoff schedule submitted to respective District Director and HNB office
February 10	Last day to register a player
February 15	Final date to submit outstanding payments for season

SECTION 13 - MINOR ASSOCIATIONS / COMMUNITY CLUBS

- 13.0 The NBMHC District Associations and Community Clubs shall enforce the Hockey Canada Co-ed Dressing Room Policy.

<http://www.hnb.ca/category/134/minor/> *6.13.04*

- 13.1 Required Membership Information *9.20.04*
- Minor Association / Community Club Application for Membership, duly signed by President, Secretary and respective District Director *9.20.04*
 - Annual membership fee *9.20.04*
 - Current constitution, by-laws and regulations *9.20.04*
- 13.2 Associations must submit the above information 7 days prior to HNB's annual general meeting held the in June. *1.24.09*
- 13.3 Associations which fail to register by this deadline must submit their application information to the NBMHC's September meeting for consideration. *9.20.04*
- 13.4 Associations are encouraged to use Hockey Canada's "Registry" (HCR) for all memberships. *6.11.06*
- 13.5 Associations which do not use the HCR system, must submit their memberships on the following forms: *9.20.04*
- | | |
|-----------------|---|
| . Players | Player Membership List - Minor Hockey |
| . Coaches/Bench | Coach Membership Form |
| . Volunteers | Volunteer and Executive Membership Form |
- 13.6 For membership purposes only, the following shall apply: *6.13.04*
- a. District Association *6.13.04*
- ◆ Minor Junior *6.13.04*
 - ◆ Midget AAA Major *6.13.04*
 - ◆ Midget Male and Female AAA *6.15.08*
 - ◆ Bantam Male and Female AAA *6.15.08*
 - ◆ Peewee Male and Female AAA *6.15.08*
- b. Community Club *6.13.04*
- ◆ Midget Male and Female AA, A, B, C *6.15.08*
 - ◆ Bantam Male and Female AA, A, B, C *6.15.08*
 - ◆ Peewee Male and Female AA, A, B, C *6.15.08*
 - ◆ Atom Male and Female AA, A, B, C *6.15.08*
 - ◆ Novice Recreational *6.13.04*
 - ◆ Initiation Program *6.13.04*
- 13.7 All minor associations/community clubs and leagues must have a semi-annual meeting and a general meeting before the HNB Annual General Meeting. *6.15.08*
- 13.8 Associations must facilitate the registration of female players that wish to play on all female teams. *6.14.09*

SECTION 14 – LEAGUES

- 14.0 REQUIRED MEMBERSHIP INFORMATION *6.11.06*
- League Application for Membership, duly signed by President and Secretary
 - Annual membership fee
 - Current constitution, by-laws and regulations
- 14.1 October 15 is the deadline to register a league for the current season. *9.20.04*

- 14.2 January 15 is the deadline for Development and Competitive leagues to submit their playoff schedule to their respective NBMHC District Director. *6.15.08*
- 14.3 Registered leagues under the NBMHC shall not receive a performance bond in excess of typical ice time and officiating costs for 1 game. If a team meets its full league commitment, their performance bond shall be returned, in full, at the conclusion of the season. *6.13.04* HC Rule 78(d) and the NBMHC Minimum Standards for Discipline shall be strictly followed. *6.11.06*
- 14.4 The NBMHC Executive Committee only shall approve all-star games within a single league structure. *6.13.04*
- 14.5 Any team failing to complete their obligations or present themselves for a scheduled game in their league shall not be allowed to participate in provincial championships. *6.11.06*

SECTION 15 – TEAMS

- 15.0 Team official(s) includes all or any of the persons involved in the management and operation of the team, which includes the coach, assistant coach, manager, safety person; or any other duly registered team personnel. It does not include the community club or association president. *6.15.08*
- 15.1 Team officials shall be held responsible for the conduct of their players before, during and immediately following a game. *6.13.04*
- 15.2 Teams competing in Regional or National championships must advise the Branch in writing by September 1 that they will compete in their respective divisions. *6.13.04*
- 15.3 a. A development team shall be composed of a minimum of fifteen (15) registered players, at least two (2) of whom must be goaltenders, who are qualified in one (1) Division and category under Hockey Canada regulations governing age, and other regulations up to the maximum number provided by Hockey Canada regulations for teams eligible for Regional and National Championship. *1.26.08*
- b. A competitive team shall be composed of a minimum of 12 players, 1 of whom must be a goaltender except for a C (non-checking male) team which is classified as recreational. *6.15.08*
- 15.4 The AAA classification shall be for development level teams that participate in a provincial league composed of a minimum of 4 teams of the same division and category; except Minor-Junior, which will be determined by the Executive Committee and the Branches concerned. *9.20.04*
- 15.5 Community Clubs shall register with their District Director their provincial team rosters, no later than midnight November 30 of each year. No team membership

- shall be accepted after that date without approval of the NBMHC Executive Committee. *6.13.04*
- 15.6 Team classification procedure shall be as per the NBMHC Provincial Championship Guidelines. *9.20.04*
- 15.7 The following definitions shall apply: *6.15.08*
- a. Division IP, Novice, Male and Female Atom, Male and Female Peewee, Male and Female Bantam, Male and Female Midget and Minor Junior. *6.15.08*
 - b. Category AAA, AA, A, B and C. *6.15.08*
 - c. Classification Development, Competitive, Recreation (Recreation may be otherwise identified). *6.15.08*
- 15.8 Re-categorization of community club teams must be done by January 10 by the District Director for ratification by the NBMHC Executive Committee at their semi-annual meeting. It would be the responsibility of each association/club to advise the appropriate District Director of possible changes to consider, prior to the semi-annual meeting. *6.10.07*
- 15.9 Except for Region 7 which may draw players from its Region, Minor Junior Competitive C and AAA category teams only shall draw players from within each team's boundaries as approved by the respective League and the NBMHC Executive Committee. Any such boundaries must include the entire geographic sub-division of a registered District Association, Community Club or member community of a Community Club approved by the District Director. For the purpose of AA, A, B and Competitive C teams shall draw players from within their District following criteria established by the District Associations. *06.10.07*
- 15.10 Teams can roster a maximum of 19 players, of whom at least 2 must be goalkeepers and do not play any other position. For Midget Male and Female AAA teams the maximum number of players, which may be rostered by a team in one season, is 25 but never more than 20 rostered and dressed in a game. The Central Midget League and Female Midget AA, A and B may roster 21 players but only dress 19 at a time. Midget Competitive C and Female competitive teams may only roster 19 players in a season. Midget Competitive C may only roster 19 players in a season. *6.14.09*
- 15.11 NBMHC Minor-Junior Competitive C teams may register 25 players on their roster. For provincial championships and tournaments any 19 of the 25 can play in any game provided they are officially registered. *6.10.07*
- 15.12 **Goalkeepers**
- a. Player Roster Forms upon which goalkeepers are registered shall be clearly marked as goalkeeper, except Peewee and below. *6.13.04*
 - b. Any coach who allows either of the goalkeepers to play in any position other than goal, Bantam division and above, shall be immediately suspended until dealt with by the Executive Committee. *6.11.06*

- c. No replacement can be made for an ill or injured player, except the goaltender. (Refer to HNB Regulation 107.g). 6.14.09
- d. For Competitive C teams a replacement for an absent goaltender may come from the same or lower Division or Category, provided that permission is obtained from the District Director and the goaltender's team. 6.14.09

15.13 HNB IP/Novice Program

- a. HNB Initiation Program/Novice Program shall be implemented. This Program is based on a child who starts hockey at 5 years old and spends 4 years in hockey before entering Atom, shall be implemented by all community clubs as follows: 6.11.06
 - Year 1 5 years old – Initiation Program 1 = IP Books 'A' and 'B' 6.13.04
 - Year 2 6 years old – Initiation Program 2 = IP Books 'C' and 'D' 6.13.04
 - Year 3 7 years old – Novice 1 = Hockey Canada Novice Skill Manual, introduction to hockey coaches on-ice teaching/first half of year: 6.11.06
 - ◆ Positioning for face-offs 6.13.04
 - ◆ Goaltending 6.13.04
 - ◆ Off-sides 6.13.04
 - ◆ General rules of the game 6.13.04
 - Maximum 20 games per year 6.13.04
 - No league and no championships 6.13.04
 - Introduction to games and jamborees (players/parents) 6.13.04
 - Year 4 8 years old – Novice 2 – Hockey Canada Novice Skill Manual 6.11.06
 - Hockey games 1/3 game/practice ratio 6.13.04
 - Maximum 20 games and 3 jamborees per year 6.13.04
 - No league and no championships 6.13.04
- b. NOTE: Years 3 and 4 may play on the same teams if their Community Club player membership numbers are not sufficient to separate Year 3 and Year 4. In such cases, Year 4 regulations shall apply. 6.13.04
- c. In all cases, NO ALL-STAR and NO ELITE TEAMS – NO EXCEPTIONS 9.20.04

15.14 Membership of a Member From Outside the New Brunswick Branch

Any team operating under the jurisdiction of a Branch other than New Brunswick and wishing to play in New Brunswick must present a written request to their original Branch or the one under which they operate. Upon receipt of written approval from such Branch, they will then forward same for approval from HNB and the League where they intend to play. Any player who is a resident of the United States and wishes to register with HNB must provide, in writing, proof of primary insurance coverage prior to registering with HNB. 9.20.04

SECTION 16 - GAME PRE-REQUISITES

- 16.0 A minimum of 6 eligible players in uniform on each team shall be necessary to start a game [HC Playing Rule 2.2.a]. 9.20.04
- 16.1 Each team may dress a maximum of 19 players for a game, divided as follows: 17 players and 1 or 2 goalkeepers. 9.20.04

- 16.2 All district associations/community clubs will ensure that teams practice at least once for every game and encourage their teams to have a higher practice-to-game ratio where feasible. *9.20.04*
- 16.3 **On-Ice Officials**
- a. All on-ice officials must be registered with HNB through the NBHOC and must wear the NBHOA crest on his sweater (black and white striped) and may wear a HC crest on the left sleeve. Only these 2 such crests shall be worn. *9.20.04*
 - b. The wearing of the black and white sweater is mandatory for all on-ice officials. *9.20.04*
 - c. No coach or player may officiate as a Referee or a Linesman in the division of the league where he coaches or plays except as provided in HC Playing Rule 5.2. *9.20.04*
- 16.4 The person acting as coach shall sign the Official Game Report before the commencement of the game and shall be deemed the responsible official in charge of the team before; during and after the time it is in the arena for the purpose of playing hockey games. It is understood that this person must be a registered coach, manager or an executive of the hockey team involved and will be held responsible for the conduct of his players immediately before, during and after all games. *6.11.06*
- 16.5 Only players in uniform and a maximum of 5 bench personnel on a provincial roster form shall be allowed in the player's bench. The Referee is authorized to remove all others. *6.13.04*

SECTION 17 – PLAYERS

- 17.0 The minimum age of player membership is 5 years old in the current playing season as defined by Hockey Canada. *6.11.06*
- 17.1 All development players must be on an approved HCR team roster prior to playing his first regular season game. All registered hockey players at the Novice, Atom to Midget recreational or competitive levels must be recorded on the HCR Team Roster Form. All IP players must be on a player list. *6.11.06*
- 17.2
- a. A player may not roster with more than one team at a time during the current season. *6.14.09*
 - b. Any player participating in a league/team event, and not properly registered with HNB, is subject to suspension. Any team using an ineligible player is subject to suspension. *09.12.06*
- 17.3 A Midget AAA Major player, once he has been released from his initial tryout with his Midget AAA Major zone team, shall be able to tryout for another Midget AAA Major zone team in New Brunswick. *6.11.06*

- 17.4 Except for female players, any player who competes in a category that is known to be higher than the Midget Competitive B (prep and high school) shall not play minor Competitive C. *1.24.09*
- 17.5 Registered teams shall adhere to the following criteria with respect to the use of under age players in any division of minor hockey: *6.13.04*
- a. The upward player movement shall be available for second year players beginning in Atom. Players in their second year of a division are eligible to be evaluated for player movement to the highest category team in the next division of that community club. *9.20.04*
 - b. Overall hockey ability. *6.13.04*
 - c. Physical development. *6.13.04*
 - d. Social development. *6.13.04*
 - e. Players must rank in the top third of their position of the upper level team (skill level). *6.13.04*
 - f. The Selection Committee must be independent of the coaching staff of the team and must be made up of a representative of both the NBMHC and NBHDC, or their representatives. *6.13.04*
 - g. All players (aged and under-aged) must be evaluated objectively and ranked by the Selection Committee. *6.13.04*
 - h. The District Director from whose area the under-aged player is coming, must approve the selection and file same immediately with the Executive Director. *6.13.04*
 - i. The use of the player must remain consistent with this ranking during the playing season or his status may be revisited by the District Director responsible for his league. *6.13.04*
 - j. To balance program requirements of the district association/community club. *6.13.04*
- 17.6 Players must roster within their appropriate age division, unless permission is granted by their District Director for first year players of a division to play down 1 division to Competitive C. The District Director shall use the following criteria for determining such movement: *1.24.09*
- a. Risk and safety management. *6.13.04*
 - b. Medical. *6.13.04*
 - c. Compassion. *6.13.04*
- 17.7 Players must roster within their appropriate age division unless permission is granted by their District Director for a second year Competitive C player to move up one division within the Competitive C level. The District Director shall use the "Risk, Safety and Conduct Management" criteria for determining such movement. *6.15.08*

- 17.8 For players whose home community club does not offer competitive hockey within a division of play or all female team, those players wishing to play competitive hockey or on an all female team are allowed to go to a neighbouring community club offering competitive hockey or an all female team within a District. If no competitive program is offered in the District, the player would be allowed to go to the closest neighbouring District to their residence. If development hockey is not offered within their District, those players are able to go to the closest neighbouring district to their residence. Players not making a competitive team must go back to their home club to play Competitive C hockey. The same shall apply to community clubs that offer competitive hockey only and have players wishing to play Competitive C hockey. A player cannot use this Regulation to play in a different category (ie. AA, A, and B). *6.15.08*
- 17.9 All players playing in HNB provincial championships must have played 50% of the total number of games played by the team in which the player was eligible to play, in that league's regular season. Games played under other Hockey Canada registered league schedules will count towards this 50% total. *6.10.07*
- If a player is not able to play hockey due to a medical problem and has a certificate signed by a primary healthcare provider, the game he has missed will not count towards the 50% game allotment that applies before he is allowed to play in any provincial playoff games. The doctor must specify the dates that the player is to miss. The player must play at least 50% of the remaining games. *6.14.09*
- 17.10 For the purpose of the NBMHC "Legal Residence" is as defined by HC Regulations F.3 and F.4. *6.13.04*

SECTION 18 – PLAYER RELEASE

- 18.0 **Release Procedure**
- a. A player rostered for the current season and released before midnight on January 10 of the current season may roster with another team prior to midnight of February 10 of the current season provided the new team has an opening. Such release must be signed and dated by the President and Secretary of the team which is issuing the release. *9.20.04*
 - b. Minor players are automatically released from their current team at the conclusion of the each hockey season.
- 18.1 **Conditions to Obtain a Release**
- a. A player may obtain his release by requesting it in writing from the Association/ Club President. The release is given by the President and Secretary who were holding such positions at the time of the request. *9.20.04*
 - b. A release is valid only when signed by the signing officers of the association/club to which the player belonged and all releases are unconditional. *9.20.04*
- 18.2 **Final Date for Release**
- Players released from HC teams after January 10 shall be ineligible to play with

any other team in the current season. 9.20.04

- 18.3 Should a rostered player be released from his District Association team and subsequently register with a lower category community club team, the club president must advise HNB's office, in writing, of the player's movement. The club does not have to issue further membership or insurance fees as this player has only been released from a higher category team to a lower category team. 9.20.04

Failure to notify HNB of this change in membership will deem the player ineligible for all further play and Hockey Canada's insurance program shall not be in effect until notice has been received by HNB's office. 9.20.04

18.4 **Releasing a Suspended Player**

A suspended player, at the discretion of the Branch and HC, may be authorized to be released provided it is arranged with the Branch(s) that the player will serve his suspension with the new club, team, association, Branch. 9.20.04

- 18.5 It shall be the responsibility of the NBMHC District Director to release a Midget-aged player for the purpose of registering in the NB Junior League. The respective Director shall inform the Executive Director and NBMHC Chair within 48 hours of his decision and the rationale for such. 6.15.08

SECTION 19 – AFFILIATION

- 19.0 a. Affiliation privileges shall be applicable for all divisions of Atom and above. 6.10.07

- 19.1 Teams may choose 1 of 2 affiliation systems: 6.11.06
- i. team to team affiliation
 - ii. special affiliation with 19 players at large

19.2 a. **Deadlines**

December 15 – All development and Minor Junior team's Team Application for Affiliation must be filed with HNB no later than midnight of this date. If a team is affiliating with a lower category team, such team must be named in the HCR. 6.15.08

- b. January 15 – All development and competitive teams affiliating with 19 special affiliate players at large, such affiliation must be identified no later than December 15 in the HCR, prior to the player being used in a game, but not later than January 15. 6.15.08

- 19.3 Players shall be permitted to affiliate with only 1 team, except for Midget AAA Major players who can affiliate with a Major Junior or Junior A team, during a hockey season. 1.26.08

- 19.4 a. First year players in a division may affiliate to a higher category within their division. Second year players in a division may affiliate to a higher category within their division or to the next division. 6.11.06
- b. In the Bantam and Midget divisions, players may affiliate to a higher category

- within their division, or a higher division. 6.11.06
- c. Female association first year or second year players in a division may affiliate to a higher female category within their division or to the next female division. 6.10.07
 - d. The NBMHC shall not allow rostered development players to play as affiliate players for competitive level teams. Rostered competitive AA, A, B level players may not play as affiliates for Competitive C level teams. 6.15.08
 - e. Players may affiliate to a higher division or category (ie. B to A, A to AA) provided the teams are not playing in the same league schedule. 6.15.08
- 19.5 All affiliate players must be an active player for the team on which they are rostered. Active is defined as participation in one league game, with the team on which the player is rostered. 6.15.08
- 19.6 Minor players affiliating to a higher division or category (including Junior) team must have their minor team coach's written approval. If an affiliated player is needed the coach of the affiliate player's team must give his consent before asking the affiliated player to participate in a game or practice. 6.14.09
- 19.7 **Approval of Special Affiliate Player Certificates** 6.15.08
- Lower Category President President of District Association, Community Club, from where the player is registered.
 - Higher Category President President of District Association, Junior team
 - Lower Category Coach Coach of the team on which the player is rostered
 - Player/Parent Player is a necessity, parent is a necessity for those players under the age of majority
 - HNB NBMHC District Director of Community Club (for Minor to Minor affiliation)
 - HNB HNB Director of Administration for Minor to Junior affiliation
- 19.8 Number of Games
- a. An affiliate player may play for a team of a higher division or category within Minor and Junior C at any time, with the lower category coach's consent, but if he plays more than 5 league and/or playoff games after January 10 as an affiliate, he shall not be allowed to compete any further with the team on which he is rostered. Exhibition and/or tournament games which are not part of regular league games or playoff games are not counted in the number of games in which an affiliate player participates. 6.15.08
 - b. A player may affiliate to a Junior A or B team and shall be restricted to play a maximum of ten junior games as an affiliate in one season. Once the affiliate player's minor team has completed their playoff schedule, they may then rejoin their Junior A or B team as an affiliate player. Exhibition and/or tournament games which are not part of regular league games or playoff games are not counted in the number of games in which an affiliate player participates. 6.11.06
 - c. A suspended player, whose team has been eliminated from further competition for the year, may serve his suspension with his higher category affiliate team

provided he has played a minimum of 1 game as an affiliate after January 10. A player who receives a suspension with his higher category affiliate team, and that team is subsequently eliminated from further competition for the year before the full suspension has been served, may complete his suspension with his own lower category team. If a player is suspended with his higher category affiliate team after January 10, the player must serve the suspension with the higher category affiliate team. If a game counts toward the serving of a suspension, then it in effect counts as a game played. Therefore, if the player exceeds the 5 game rule after January 10, he become a member of the higher category team and cannot return to his lower category team. 6.10.07

SECTION 20 - FORFEITURE POLICY

- 20.0 A game is forfeited when: 9.20.04
- a. A team does not appear for that game. 9.20.04
When a game is declared forfeited due to the non-appearance of the team (HC Rule 10.14.d), the team in attendance shall be declared the winner and the score recorded as 5-0. The incident shall be reported to the league/association/club president to take any further actions as may be authorized in their constitution. 9.20.04
 - b. A team refuses to start play (HC Rule 10.14) 9.20.04
When a game is declared forfeiter in accordance with HC Rule 10.14.c, the non-offending team shall be declared the winner and the score shall be recorded as per the Official Game Report if the non-offending team was in the lead at the time of the infraction or as 5-0 if the non-offending team was not in the lead. The players on both teams shall be credited with all personal statistics earned to the time the forfeit was declared. The incident shall be reported to the league/association/club president. 9.20.04
 - c. A team is unable to continue play due to having insufficient players (fewer than a goaltender and 3 other players). 9.20.04
When a game is declared forfeited due to a team having insufficient players to continue play, either through injury and/or penalties, the non-offending team shall be declared the winner and the score shall be recorded as per the Official Game Report if the non-offending team was in the lead at the time of the infraction or as 5-0 if the non-offending team was not in the lead. The players on both teams shall be credited with all personal statistics earned up to the time the forfeit was declared. The incident shall be reported to the league/association/club president. 9.20.04
 - d. Both teams are unwilling or unable to continue the game. 9.20.04
When a game is declared forfeited due to both teams being unwilling or unable (insufficient players) to continue the game, the score shall be recorded as 0-0 with no points awarded either team. The players on both teams shall be credited with all personal statistics earned up to the time the forfeit was declared. The incident shall be reported to the league/association/club president. 9.20.04
 - e. A team played a game with 1 or more ineligible players. 9.20.04
When a game is declared forfeited due to a team playing with 1 or more ineligible players, the non-offending team shall be declared the winner and score shall be

recorded as per the Official Game Report if the non-offending team was in the lead at the time of the infraction or as 5-0 if the non-offending team was not in the lead. The players on both teams shall be credited with all personal statistics earned up to the time the forfeit was declared. Should the game in question be part of a tournament, the offending team shall automatically be relegated to the final position in the tournament standings. The use of an ineligible player shall be reported to the Branch Executive Director. *9.20.04*

- 20.1 In games played under the direct jurisdiction of the Branch (ie. Branch playoffs) all reports will go to the Branch Executive Director. *9.20.04*
- 20.2 In games played under the direct jurisdiction of Hockey Canada (ie. Regional or National playoffs), all reports will go to the HNB Officer responsible for the level of hockey. *9.20.04*

SECTION 21 – TRAVEL PERMITS / EXHIBITION GAMES

- 21.0 a. Teams travelling within Canada for the purpose of participating in an out-of-province sanctioned tournament or exhibition game must receive a HNB Travel Permit from the NBMHC District Director. Teams from Atom to Midget travelling outside of Canada must apply through their NBMHC District Director to the HNB Executive Director for a Travel Permit. Travel permit requests to the USA, other than Houlton and Presque Isle, Maine should be filed not less than 4 weeks and request to Europe should be filed not less than 6 months prior to the event. *6.15.08*
- b. Travel permits are required for Initiation and Novice teams that travel outside their District. Teams must check with their local District Director for specific guidelines in their own District. *9.20.04*
- 21.1 All exhibition games played within HNB which take place outside a league and/or playoff schedule must be approved on a Travel Permit/ Exhibition Game form. Copies of such requests must be filed with their NBMHC District Director no less than two business days prior to the game. *6.11.06*
- 21.2 No team shall be permitted to play exhibition or inter-branch games of any kind without approval of the District Director and such permission shall not be given to any team to play against a team which is not a member of Hockey Canada or its Branches. Violation of this rule may result in the suspension of the team's officials and/or players involved. *6.15.08*

SECTION 22 – TOURNAMENTS

- 22.0 a. A Tournament is a schedule of games played among three or more teams, which follows an inter-locking schedule and leads to an eventual winner. [HC Regulation A.32] *6.10.07*
- b. A jamboree is defined as a sanctioned event that does not inter-lock schedules and does not lead to a winner. *6.10.07*

- 22.1 All tournaments/jamboree must be submitted on the prescribed form prior to the NBMHC Annual General Meeting and will be sanctioned by the NBMHC Executive Committee by June 30. Those not sanctioned at that time can only be sanctioned upon receipt of the NBMHC membership so long as the tournament/jamboree does not conflict with one previously sanctioned. This application must be accompanied by the appropriate fee as per HNB's Fiscal Policy. The NBMHC will send to all associations/clubs a list of registered tournaments/jamborees before September 30 of each season. *6.15.08*
- 22.2 Team registration to all tournaments must include a HCR team roster, including affiliates. *6.15.08*
- 22.3 TOURNAMENTS INVOLVING 4 OR MORE BRANCHES – Refer to HC Regulations, Section M. *6.13.04*
- 22.4 All international tournaments or international games and tours overseas must be approved each year at the HC's Annual General Meeting. *6.13.04*
- 22.5 All invitational tournaments and tours must be approved by the Executive Committee. *6.13.04*
- 22.6 Associations/Clubs are to be notified by September 30 if their tournament or jamboree application has been accepted or refused. *6.10.07*
- 22.7 a. No sanctioned tournament or jamboree shall accept entries from any team that is not a registered member in good standing. *6.10.07*
b. No minor tournament or jamboree will be sanctioned for commencement during the provincial championship weekend. *9.20.04*
c. No minor tournament or jamboree will be sanctioned in a Minor District if it is in conflict with a previously sanctioned tournament or jamboree. *9.20.04*
d. Tournament or Jamboree Sanction Permits will be issued and distributed as soon as possible following the approval of same. *9.20.04*
e. The host club President, or his designate, of all sanctioned tournaments must verify Travel Permits from outside New Brunswick. *6.15.08*
- 22.8 The NBMHC Provincial Championship Guidelines tie-breaker will be the official tie-breaking system for all tournaments sanctioned by the NBMHC. *6.10.07*
- 22.9 Initiation Program and Novice players are only permitted to participate in Jamborees. *6.11.06*
- 22.10 A first year over-age hockey player, who plays as an overage on a competitive C team playing in a registered competitive C league, be allowed to participate in competitive C tournaments within the province. *02.05.07*

SECTION 23 – PROVINCIAL CHAMPIONSHIP GUIDELINES

- 23.0 The membership must adhere to the NBMHC Provincial Championship Guidelines. <http://www.hnb.ca/category/134/minor/> 9.20.04

SECTION 24 – MINIMUM STANDARDS FOR DISCIPLINE

- 24.0 The membership must adhere to the NBMHC Minimum Standards for Discipline <http://www.hnb.ca/category/134/minor/> 6.11.06

SECTION 25 – COMMUNITY HOCKEY GUIDELINES

- 25.0 Community hockey programs shall be administered as per the NBMHC Community Hockey Guidelines. 6.14.09

SECTION 26 - EQUIPMENT

- 26.0 At all times during a game, warm-up or practice, all players including goalkeepers must wear the following protective equipment: A CSA approved hockey helmet, CSA approved full face mask and a BNQ Throat Protector must be worn by all players and goalkeepers. All goalkeepers must wear a throat protector that is attached to the face mask. 9.20.04
- 26.1 It is mandatory that all NBMHC coaches and on ice personnel wear a CSA approved helmet while on the ice during practice. 6.14.09
- 26.2 All NBMHC Initiation Program/Novice Instructors must wear a CSA certified helmet while on the ice during practices and warm-ups. 6.13.04
- 26.3 In a game where a team appears on the ice not properly equipped, the Referee shall not start the game. He will allow 15 minutes for correction of the deficiency and if the team cannot equip itself properly, then the game will be forfeited. If both teams are not properly equipped, the game is to be cancelled and not re-scheduled until complete assurance is given that both teams will be properly equipped. Referee(s) is/are to make detailed report on ill-equipped team(s) and the persons responsible will be dealt with by the Executive Committee. 6.13.04

SECTION 27 - SPECIAL PLAYING RULES

- 27.0 Checking shall be allowed in Peewee and above divisions for those teams that play development (AAA) or competitive (AA, A or B) level of hockey except female hockey. In any games involving an all female hockey team, no body checking is permitted. 6.10.07
- 27.1 A 2-minute minor penalty shall be assessed to any player(s) in Atom hockey or below who use a 'slap shot'. 6.13.04
- 27.2 Players and bench personnel shall not bang hockey sticks on the rink boards.

The referee shall issue a warning for the first offence. A bench penalty shall be given each additional time thereafter. *6.13.04*

- 27.3 That on the approval of NBMHC District Directors, male minor Competitive C hockey teams may be authorized to play against all female minor teams of the same division or one lower division than the female team, in accordance to HNB rules and regulations. NBMHC District Directors may prohibit a female team from playing against a lower division male team if they consider the playing level of the female team is too high for the division category of the male team involved. *6.15.08*
- 27.4 A competitive AA, A, B team cannot play against a Competitive C. *6.14.09*
- 27.5 A Game Ejection will be assessed against a player receiving 4 penalties. The time of the 4th penalty to be served by the penalized team. No additional Minor Penalty for the game misconduct will be assessed. The game misconduct penalty assessed shall not make player ineligible for the next game. If at all possible, the player who has just received his 3rd minor penalty shall be warned by the referee or the timekeeper. *6.13.04*