



**NB JUNIOR HOCKEY COMMISSION
OPERATIONS MANUAL
2022-2023**

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NBJHC OPERATIONS MANUAL

Amended: October 29, 2013

SECTION 1 – NB JUNIOR HOCKEY COMMISSION

- 1.0 One commissioner

SECTION 2 - LEAGUES

- 2.0 a. A junior league must apply for membership in the NBJHC by making application on later than October 15 on a prescribed form to the Executive Director. The application shall be signed by the President and Secretary of the league.
- b. Each application shall be accompanied by a cheque in accordance with the HNB Fiscal Policy.
- c. A junior league must have a minimum of a 3-member executive.
- 2.1 a. A condition of league membership in the NBJHC and HNB shall be the acceptance of HNB's constitution, by-laws and regulations and of the rulings of the Board of Directors and NBSHC Executive Committee without exception.
- b. Each league application for membership in the NBJHC shall be approved by the Executive Director.
- c. Each league must adopt a constitution and by-laws in conformity with the constitution and by-laws of HNB without weakening that of HNB and shall provide 1 copy to the Executive Director upon making application for membership.
- d. League constitutions will have authority in anything pertaining to its own league provided they are not contrary to HNB's constitution. However, in Branch play-downs, HNB's constitution will take precedence, unless otherwise stated in these rules.
- 2.3 A league must consist of 3 or more member teams playing a minimum of 12 home and 12 away games in a regular league schedule.
- 2.4 a. Leagues and teams shall so arrange their own schedule to be ready to participate in such Branch and regional play-downs at such dates as may have been set. Any league or team that fails to conform to this by-law shall be liable for suspension and the series shall be awarded to the opposing team.
- b. In a division of hockey where only 1 league exists in the Branch, the final league series and provincial playoff shall be played as one.
- c. The league executive shall conduct the series and be responsible for decision-making in the series until a winner is declared.

SECTION 3 – TEAMS

- 3.0 a. A team may become a member of the NBJHC and HNB by making application on a prescribed form to HNB's Executive Director on an annual basis. The application shall be signed by the team's President and Secretary and shall be accompanied by the annual membership fee as set out in the HNB Fiscal Policy for the category in which the team wishes to compete.
- b. A team to be registered must also be a member of a duly registered league in accordance with Article 2.0.a and said league must be still in operation by January 11 of the current season for the teams to participate in provincial play-downs.
- c. Junior teams wishing to be a member of HNB but not join a league may register as an independent team and play exhibition games during the season. All exhibition games must be sanctioned by HNB.
- 3.1 A condition of membership in the NBJHC shall be the acceptance of HNB's constitution, by-laws and regulations and of the rulings of the Board of Directors without exception.
- 3.2 Any member not renewing its membership by October 15 shall forfeit its membership and all its players shall become free agents.
- 3.3 a. A team wishing to obtain membership within a league must apply to the league prior to the date set in the league constitution. If the application is not considered within 30 days the team must apply to HNB to have its case considered.
- b. A member may resign from the NBJHC by notifying the league it participates in.
- c. The league executive or its designate shall have sole direction in classifying the team under its jurisdiction.
- 3.4 a. Junior teams may apply for membership and receive their Hockey Canada HCR access at the discretion of the Junior Commission at the completion of Hockey Canada's annual general meeting.
- b. Each team is eligible to prepay for a maximum of 45 player and unlimited bench member allocations as per their league constitution.
- 3.5 Players of a team disbanding prior to January 10 of the current season will become free agents and may sign with any other team they are qualified to play with under the regulations.
- 3.6 A team in any category shall consist at all times of not less than 15 registered players, 1 of whom must be a goalkeeper.
- 3.7 a. On December 1, Junior teams must reduce their Protected Player List to 25 players and unused player allocations.
- b. On January 10, Junior teams must reduce their protected Players List to 23 players and player allocations.
- c. Whether 25 or 23, at least 2 must be goalkeepers.
- 3.8 The home team shall be responsible for the proper conduct of the games and shall provide sufficient police protection to ensure that no one shall abuse the players of game officials.
- 3.9 No registered team shall be permitted to play against a non-registered team.
- 3.10 All exhibition games must be sanctioned by HNB prior to the game commencing.

Players who require a release from their previous season's team must have such released prior to competing in an exhibition game. Travel Permits will be issued to the visiting team.

SECTION 4 - EXHIBITION GAME PROCEDURES

- 4.0 Teams participating in an exhibition game must have in their possession an HNB -signed Travel Permit prior to the time lines indicated below.
- 4.1 Exhibition Game Travel to the United States
- a. a minimum of 4 weeks prior to travel provide to HNB
 - i. travel dates
 - ii. Proposed game dates
 - iii. Location (city, state)
 - iv. Name of tournament (if applicable)
 - v. Sponsoring organization or team
 - vi. US member contact information (telephone, email)
 - b. a minimum of 2 business days prior to travel provide to HNB
 - i. exhibition game date and location
 - ii. name of opposing team and contact information
 - iii. HNB Exhibition Game Roster Form (completed in full) (list all potential participants)
 - iv. Signed inter-branch transfer forms and player releases (as required)
 - v. All players requiring a USAH or International transfer must submit the transfer form, applicable fees and insurance verification prior to the player participating in training camp.
 - c. HNB shall forward a USA Hockey / Hockey Canada Travel Permit to the traveling team only after it has been approved by the respective USAH State Registrar.
 - d. Games shall not be sanctioned and insured without a signed USAH/HC Travel Permit.
- 4.2 Exhibition Game Travel within New Brunswick and Canada
- a. a minimum of 2 business days prior to travel provide to HNB;
 - i. HNB Exhibition Game Roster Form (completed in full) (list all potential participants)
 - ii. Signed inter-branch transfer forms and player releases (as required)
 - iii. All players requiring a USAH or International transfer must submit the transfer form, applicable fees and insurance verification prior to the player participating in training camp.
- 4.3 Player requirements
- a. Protected players from the preceding season (from another team) who are not overage for their division
 - i. HNB minor players from the previous season do not require a release. This does not apply for other Branches who may require a release.
 - ii. Junior players below your category must have a letter of tryout or release from their former team.
 - iii. Players from teams above your division or category must have a release from their former team.
 - b. All players who played outside of New Brunswick last year must following these

procedures:

- i. Must sign a Hockey Canada Inter-Branch Transfer Form this season (you keep this until you sign the player – then process transfer in the HCR).
 - ii. This form and release must be submitted to HNB's office with the Roster.
 - iii. When you sign a transferred player, you must submit the transfer fee to HNB's office immediately and no less than 2 business days prior to their first league game. This applies only for those players requiring a Canadian transfer.
- c. Should a player be injured at a pre-season camp and require medical/dental treatment, the player must be HCR-rostered immediately and file a HCR transfer if required.

SECTION 5 – PLAYERS AND BENCH PERSONNEL

- 5.0 No player or bench personnel shall be allowed to participate in any game under the jurisdiction of the NBJHC without being approved on their HCR roster.
- a. All junior A head coaches are to be HP1 certified, all other coaches and assistant coaches (junior A, B and C) require NCCP Coach Stream. All coaches require Speak Out or Respect In Sport Certification and one member of each team shall have a Hockey Canada Safety Program qualified team official on the HCR team roster for all HNB sanctioned games.
- 5.1 a. During the season, HCR rosters will be approved until 4:00 pm each Friday.
b. HNB accepts HCR player rostering outside HNB office hours in order that prospects can play on weekends. Such teams must have written player approval by their league president prior to competing in a game. If, on the immediate following Monday, verification of information indicates incomplete or wrong information has been provided, the team shall face fines, suspension and forfeiture of games with such discipline coming from the NBJHC Commissioner. This applies to all preseason, regular, playoff and exhibition games. The sanctions shall be, as follows (with all fines being made payable to HNB):
1st occurrence 2 game suspension (coach), plus \$200 fine,
2nd occurrence 5 game suspension (coach), plus \$500 fine,
3rd occurrence Indefinite suspension (coach) (review by Commission)
- 5.2 The following restrictions apply to the signing of junior-aged players by Senior teams:
- a. No restrictions on 20-year olds.
b. 18 and 19 year olds restricted from playing senior with the following exceptions:
i. If there is no junior team within a 50km radius of the senior team,
ii. If the player has been waived by the Junior Commissioner, and
iii. If the player was registered on a senior team during the previous season.
c. Appeals may be presented to an Appeals Committee consisting of the NBSHC Chair, NBJHC Commissioner and HNB Executive Director.
- 5.3 Signing of under-age players:
a. A second year eligible Midget player [sixteen (16) years old]] registering and participating in junior hockey shall do so under the following guidelines:

- i. Major Junior: each team is allowed to register a maximum of four (4) players as per Hockey Canada Regulation F.53.d.i.
 - ii. Junior A: each team is allowed to register a maximum of two (2) players as per Hockey Canada Regulation F.53.d.i.
 - iii. Junior B: each team is allowed to register a maximum of two (2) players as per Hockey Canada Regulation F.53.d.i.
 - iv. Junior C and D: each team is allowed to register one (1) local players as per Hockey Canada Regulation F.53.d.i. The definition of "local" shall be that contained in the Hockey Canada Policy Manual. A local player shall not affiliate to any higher category team.
- 5.4 All players of member teams shall be subject to all of HNB and Hockey Canada by-laws and regulations.
- 5.5 Team members are responsible to provide all documentation concerning the eligibility of a player, even when it is proven that team officials were acting in good faith.
- 5.6 A team listing an ineligible player in its line-up for a game automatically loses said game.
- 5.7 No player shall be HCR rostered after February 10 in any season.
- 5.8 Players participating with a team at a CCAA, CIS, NJCAA or NCAA institute of education after January 10 of the current season shall be ineligible for participation with a Hockey Canada team during that season.
- 5.9 No player who requires an inter-branch transfer shall participate in any game until he, or his team, or the applicant Branch, is in possession of his HCR approved inter-branch transfer form. The responsibility for enforcing this shall rest on the applicant Branch and, in the case such player has played without his approved Inter-Branch transfer, the team playing him shall automatically be suspended, shall be dealt with by the Branch and shall lose the game or games in which the player participated.

SECTION 6 – REPLACEMENT GOALKEEPER

- 6.0 A team (excluding Junior A) may use as a replacement a goalkeeper from a team of the same or lower division or category, provided that permission is obtained from the Branch and goalkeeper's team. A replacement from a team of a lower division or category shall be permitted to return to his original team regardless of the number of games played, provided that permission was obtained originally. (Hockey Canada Regulation B.42).
- 6.1 However, if the Executive Director in case of emergency, grants permission to an amateur goalkeeper to replace a professional goalkeeper for more than 5 or 8 games, the Branch in turn may grant permission to all goalkeepers from lower division or category teams of the same club or from affiliated players lists used as replacements in higher division or categories, to return to their original team, regardless of the number of games played and providing they all return immediately after the emergency condition is over.

- 6.2 HNB, with discretion, will grant permission to Junior A, B and C teams to dress a backup goaltender in emergency situations besides illness or injury. This backup must be registered to a lesser-classified team and may not start a game.

SECTION 7 – SUSPENSION AND EXPULSION OF MEMBERS

- 7.0 Any violation of the NBJHC Operation Manual or decisions of the Board of Directors by any NBJHC member shall render such member liable to suspension by a 2/3rds vote of the NBJHC Executive Committee.
- 7.1 Any member team suspended by the operation of these by-laws shall not apply for admission to or play in any other member league. Such action shall result in its permanent suspension by the NBJHC.

SECTION 8 – FINANCIAL

- 8.0 Each league seeking membership with the Commission shall pay a membership fee as set out in HNB's Fiscal Policy.
- 8.1 Team membership fees shall be as per HNB's Fiscal Policy.
- 8.2 An affiliation must be filed on the prescribed form, with HNB's office, by December 15 of each year. The affiliation fee, as per HNB's Fiscal Policy, must accompany the form.
- 8.3 The fiscal year end of the Association shall be March 31.
- 8.4 Hockey Canada insurance coverage is mandatory for all members.
- 8.5 All potential expansion teams in the NBJHL must submit a business plan to the commission before the league considers application.
- 8.6 Each "B and C" classified teams must contribute \$500 to the HC Regional Championship travel fund. This remittance must be included with team registration at the beginning of each season.
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SECTION 9 – AFFILIATION SYSTEM

- 9.0 No later than December 15, junior teams must declare their affiliation in one of the following systems and submit their payment to HNB's office:
- a. Team to Team Affiliation: a team may have affiliated with it one team only. This affiliated team must come from a lower division and be named on December 15.
 - b. Affiliation at Large: 19 players, 2 of whom must be goalkeepers, from a lower category or division and who are to be declared no later than January 15 of each season.
- 9.1 Appearance of a registered player's name on the Official Game Report of a game shall be considered participation in the game – except in the case of a substitute goalkeeper, in which case actual participation only shall be considered as taking part in the game, and such participation shall be specially noted on the report.
- 9.2 Affiliation between Minor to Junior and Junior to Junior – refer to Hockey Canada's Hockey Development Model ("CDM"), Regulation F.53.
- 9.3 Affiliation of goaltenders will be governed by Hockey Canada Regulation E.36.b.

SECTION 10 – PROVINCIAL PLAYOFFS

- 10.0 The winner of the provincial Junior B and C championship must represent HNB at Regional Championships. Teams failing to fulfill this commit will be assessed a \$2000 fine and suspended for 1 year.
- 10.1 In all league playoff at the junior level, the team with the highest number of points during the regular season shall have home ice advantage. All playoff games shall be played on the basis of 10-minute sudden victory overtime periods without the ice being resurfaced. If the game remains tied after the sudden victory period, the ice will then be resurfaced, followed by a 20-minute sudden victory period. All provincial playoffs will be the best of 3, 5 or 7 as decided upon by the Commissioner.
- 10.2 Teams cannot dress more than 20 players in any game. If a team dresses 20 players, then there shall be at least 2 goalkeepers dressed.
- 10.3 For all provincial playoff games at the junior level a team shall be composed of a minimum of 15 players, excluding the sub-goalkeeper, or the team will be subject to fines and/or suspension as per their own league constitution.
- 10.4 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 during the time it is in the arena for the purpose of playing hockey games. It is understood that this individual must be the coach, manager or an official of the hockey team involved.
- a. If a team is withdrawn from the ice (Rule 10.14) and fails to return and start play, or if being on the ice fails to start play within 2 minutes after being ordered to do so by the referee in charge, the game or series shall be suspended. The manager, coach or official and/or players of the team which is responsible for any of these actions may be suspended for 1 year or more, from the date of the infraction. The referee shall report full details of the incident to the Executive Director. If a team after being ordered to return, does not return to the ice to start play, then a major penalty shall be assessed under Hockey Canada Rule 10.1.
 - b. If a team is withdrawn from or fails to go on the ice, or being on the ice fails to start play a second time within the same game after being ordered to do so by the referee, the 2 minute allowance shall not be granted and the game shall be suspended.
 - c. The manager, coach or official and/or players of the team which is responsible for any of these actions may be suspended for 1 year or more. The referee shall report full details of the incident to the Executive Director.
- 10.5 If a team fails to present itself at any time and place appointed to play in any game, unless such failure is caused by an unavoidable accident or an unforeseen contingency, the game and/or series shall be awarded to the opposing team and the same penalty shall apply against the team officials and/or players responsible for this action as in By-Law 2.

SECTION 11 – SPECIAL PLAYING RULES

11.0 All NB Junior hockey will be officiated using the Hockey Canada Officiating Program four (4) official system.

SECTION 12 – DISCIPLINE

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| 12.0 | | The following suspensions are intended as minimum to be imposed for infractions which occur in all exhibition, league and play-off games which come under the jurisdiction of the NBJHC. | |
| | | | Minimum Suspension |
| | a. | Coaches | |
| | | i. | Coach identified as having the first player leaving players or penalty bench during fight or for the purpose of starting a fight (HC Rule 9.5) 1 game |
| | | ii. | Coach ejected from game (HC Rule 9.2) 1 game |
| | | iii. | Coach identified as having player(s) leaving players or penalty bench at the same time during a fight or for the purpose of starting a fight (HC Rule 9.5) 2 games |
| | | iv. | Officials or players making public derogatory remarks with respect to the Association, league or officials 2 games |
| | | v. | Coach(s) whose player(s) is not identified as the first player to leave the players or penalty bench during an on-ice altercation (HC Rule 9.5) 1 game |
| | b. | Players and Team Officials – Game Misconducts issued for: | |
| | | i. | Verbal abuse of game official (HC Rule 9.2) Ejected from game 1 additional game |
| | | ii. | Player receiving any gross misconduct (HC Rule 4.7 and 9.2F) 1 game |
| | | iii. | Player receiving a second major penalty in 1 game Ejected from game |
| | | iv. | Player receiving a fighting major (HC Rule 6.7.a) Ejected from game |
| | | v. | Any player and/or coach participating in any game while under suspension Coach - 5 games Player – 2 games |
| | | vi. | Any team found guilty of playing a player while under suspension Coach – 4 games plus \$200 fine |
| | c. | A major penalty issued for | |

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| | i. | All suspension given during the regular season will be carried over into the playoffs, however, any new suspensions handed out during the playoffs will be treated as if they were the player's or team official's first suspension. | |
| | d. | Match penalties issued for: | |
| | i. | Hair pulling (HC Rule 6.1.d) | 1 game |
| | ii. | Spitting (HC Rule 9.7) | 2 games |
| | iii. | Spearing (HC Rule 6.1.g) | 3 games |
| | iv. | Butt-ending (HC Rule 6.1.f) | 3 games |
| | v. | Grabbing face mask (HC Rule 6.1.d) | 1 game |
| | vi. | Kicking (HC Rule 6.1.c) | 4 games |
| | vii. | Stick swinging (HC Rule 8.3.d) | 4 games |
| | viii. | Head butting (HC Rule 6.1.d) | 3 games |
| | ix. | Deliberate attempt to injure not covered above (HC Rule 6.1.a) | 4 games |
| | x. | Abusing official (commits or attempts physical contact – HC Rule 9.6) | 7 games |
| | xi. | Abusing official (verbal threats – HC Rule 9.6) | 3 games |
| | e. | Any team participating in a non-sanctioned game – <ul style="list-style-type: none"> ◆ First offence ◆ Second offence ◆ Third offence | Coach – 2 games, plus \$200 fine Coach – 5 games, plus \$500 fine Coach – indefinite suspension, review by Junior Commissioner |
| THESE ARE MINIMUM SUSPENSIONS. ADDITIONAL SUSPENSION WILL BE IMPOSED WHEREEVER CONDITIONS AND CIRCUMSTANCES WARRANT. | | | |
| NOTE OF CLARIFICATION: it is the responsibility of each team manager and/or coach to ensure his players sit out their appropriate suspensions. | | | |
| REGARDING THE SERVING OF SUSPENSION | | | |
| It is important to note that if a violation occurs, the player/official is suspended from all activity and cannot participate in any games (leagues, exhibition, playoff) until his suspension (and fine paid, if applicable) has been served by regular league/playoff games. Reference to HNB Regulation 100.a, players with carryover suspensions may try out for a team in following seasons. Once they have become a team member, suspension serving procedures apply. | | | |

