



NB SENIOR HOCKEY COUNCIL OPERATIONS MANUAL

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NOTE: The amendment date appears at the end of each
numbered section. 6.4.11

NBSHC OPERATIONS MANUAL

CREATED: JUNE 4, 2011

SECTION 1 – FINANCIAL

- 1.0 Each league seeking membership with the Council shall pay an entry fee as set out in HNB's Fiscal Policy. 6.14.09
- 1.1 Team registration fees shall be as per HNB's Fiscal Policy. 6.14.09
- 1.2 An affiliation must be filed on the prescribed form, with HNB's office, by January 15 of each year. The affiliation fee, as per HNB's Fiscal Policy, must accompany the form. 6.10.17
- 1.3 Hockey Canada's National Insurance Program is mandatory. Leagues must advise HNB prior to registering if their teams will play with the Hockey Canada Rule Supplements (to thus determine their insurance premium method). 6.14.09

SECTION 2 – LEAGUES

- 2.0
 - a. A condition of league membership in the NBSHC and HNB shall be the acceptance of HNB's constitution, by-laws and regulations and rulings of the Board of Directors without exception. 6.14.09
 - b. A residency rule for Senior B, A, or AAA should be included in each leagues constitution. 6.4.16
- 2.1
 - a. League must have a minimum of a 3-person executive. The members of the league executive cannot be affiliated with any team in that league. 6.14.09
 - b. If a league cannot comply with part (a), then permission must be given by the NBSHC Executive Committee annually, in order to allow the league to operate. 6.14.09
- 2.2
 - a. A league must consist of 3 or more member teams from the same category of the same division and play a minimum regular league schedule, as follows: 6.14.09
 - i. Senior – a 10 game schedule 8.17.20
- 2.3 A league must apply for membership in the NBSHC by making application no later than: 6.14.09
 - a. Senior October 15 6.14.09
 - b. Adult Recreation December 15 6.14.09

- 2.4 For league membership the following must be submitted to HNB's Executive Director: 6.14.09
- a. Application signed by the league president and secretary 6.14.09
 - b. League membership fee as per HNB's Fiscal Policy 6.14.09
 - c. League constitution which conforms to the NBSHC constitution 6.14.09
 - d. League schedule and playoff format 6.14.09
- 2.5 Each application, constitution and schedule must be approved by the NBSHC Executive Committee. 6.14.09
- 2.6 League constitutions will have authority in anything pertaining to its own league. However, in Branch play-downs, HNB's constitution will take precedence, unless otherwise stated in these rules. 6.14.09
- 2.7
- a. A league must be still in operation by January 11 of the current season for the teams to participate in provincial play-downs. 6.14.09
 - 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. 6.14.09
- 2.8
- a. The league executive shall conduct the series and be responsible for decision-making in the series until a winner is declared. 6.14.09
 - b. Leagues and teams shall so arrange their own schedule to be ready to participate in such Branch 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. 6.14.09
- 2.9 All Senior B, A, & AAA Leagues will be required to determine and define team territories within their league. 6.4.16

SECTION 3 – TEAMS

- 3.0 A condition of NBSHC membership shall be the acceptance of HNB's constitution, by-laws and regulations and of the rulings of the Board of Directors. 6.14.09
- 3.1
- a. Teams registering for inter-branch competition shall be classified Senior AAA, teams registering for league or provincial competitive shall be classified Senior A or B. 6.4.16
- 3.2 Team Membership Requirements

- a. A team must apply for membership in the NBSHC by making application no later than October 15. 6.14.09
- b. A team not renewing its membership by October 15 shall forfeit its membership and all of its players shall become free agents. 6.14.09
- c. Players of a team disbanding prior to January 10 will become free agents. 6.14.09
- d. For team membership the following must be submitted to HNB's Executive Director: 6.14.09
 - i. Application signed by the team president and secretary 6.14.09
 - ii. Team membership fee and insurance premiums as per HNB's Fiscal Policy 6.14.09

- 3.3
 - a. A team to be registered must be a member of a duly registered league 6.14.09
 - b. 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 may apply to HNB to have its case considered. 6.14.09
 - c. Senior teams wishing to be an HNB member 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. 6.14.09
 - d. A member may resign from the NBSHC by notifying the league it participates in. 6.14.09

3.4 Team Roster Requirements

- a. Senior team members must be HCR-roster approved prior to competing in a league game. 6.14.09
- b. Adult Recreation teams shall register by sending the appropriate team roster form to HNB's Executive Director by December 15. 6.14.09

- 3.5
 - a. A team shall consist at all times of a minimum of: 6.14.09
 - i. Senior AAA – 15 rostered players, 1 of whom must be a goalkeeper 6.14.09
 - ii. Senior A – 12 rostered players, 1 of whom must be a goalkeeper 6.14.09
 - iii. Senior B – 12 rostered players, 1 of whom must be a goalkeeper. 6.4.16
 - b. A Senior A team shall be permitted to sign a maximum of 6 imports. 6.14.09
 - c. On January 10, Senior teams must reduce their HCR roster to 25 player allocations, two of whom must be goalkeepers. 6.14.09

- 3.6 Female Senior teams may roster no more than 25 players at any one time, two of whom shall be goalkeepers. 6.14.09
- 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 or game officials. 6.14.09
- 3.9 No registered team shall be permitted to play against a non-registered team. 6.14.09

SECTION 4 – PLAYERS

- 4.0 All players shall be subject to HNB and Hockey Canada by-laws and regulations. 6.14.09
- 4.1 No player shall be signed after February 10 in any season. 6.14.09
- 4.2
 - a. No player shall be placed on a HCR roster until the registering team has possession of the player's signature on a dated and timed document. 6.14.09
 - b. No player or bench personnel shall be allowed to participate in any game under the jurisdiction of this Council without being a member of a team and appearing on an approved Hockey Canada Registry roster. 6.2.18
- 4.3 No player who requires an inter-branch transfer shall participate in any game until his inter-branch transfer has been Hockey Canada Registry-approved. A team playing a player with such approval shall automatically be suspended. 6.14.09
- 4.4 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. 6.14.09
- 4.5 A team listing an ineligible player in its line-up for a game automatically loses said game. 6.14.09
- 4.6 For regular season play, the minimum age for a Female Senior player shall be 13 only if there is no other female hockey for her to play with as deemed by the local NBSHC Director, otherwise the minimum age shall be 17. 6.14.09
- 4.7 Replacement Goalkeeper
 - a. A team 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). 6.14.09

- b. 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. 6.14.09

4.8 Players participating with a team at a CCAA, CIS 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 (does not apply to female hockey). 6.14.09

4.9 SIGNING RESTRICTIONS OF JUNIOR-AGED PLAYERS BY SENIOR TEAMS: 6.14.09

- a. No restrictions on 20-year olds. 6.14.09
- b. 18 and 19 year olds restricted from playing senior with the following exceptions: 6.14.09
 - i. If there is no junior team within a 50km radius of the senior team, 6.14.09
 - ii. If the player has been waived by the Junior Commission, and 6.14.09
 - iii. If the player was registered on a senior team during the previous season. 6.14.09
- c. Appeals may be presented to an Appeals Committee consisting of the NBSHC Chair, NBJHC Commissioner and HNB Executive Director. 6.14.09

4.10 PICK-UP PLAYERS FOR FEMALE SENIOR HOCKEY 6.14.09

- a. Pick-up players are permitted in the senior division for tournaments only. 6.14.09
- b. For each pick-up player used, a team must indicate such on the game sheet by placing a (PU) beside their name and must have written consent from the player's regular team and the Tournament Chair. 6.14.09
- c. A team may use a maximum of 3 skaters and 1 goaltender from teams within their league to bring the team tournament roster to a minimum of 15, but not to exceed the actual number of registered players on the original roster. 6.14.09
- d. All pick-up players may participate with only 1 team during the tournament. 6.14.09

- e. The NBSHC Chair may authorize more flexibility of movement of goaltenders in special situations. 6.14.09
- f. All un-served suspensions received by a pick-up player must be served by the pick-up player with the senior team on which she is rostered. 6.14.09
- g. Tournament rosters containing pick-up players must be finalized and forwarded to HNB no later than 24 hours prior to the start of the first tournament game. 6.14.09

SECTION 5 – AFFILIATION SYSTEM

- 5.0 Senior teams are able to use the following affiliation systems: 6.14.09
 - a. Senior AAA team – team to team affiliation 6.14.09
 - b. Senior A team – either team to team or 19 players at large affiliation 6.14.09
 - c. Senior B team – either team to team or 19 players at large affiliation. 6.4.16
- 5.1 Number of games a player may play as an affiliate is 10:
Refer to Hockey Canada Regulation for other affiliation procedures (Affiliation – F)
- 5.2 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. 6.14.09
- 5.3 a. Players shall be permitted to affiliate with only one team during a hockey season. 6.14.09
- 5.4 An affiliate player's first commitment must be to his current team. If an affiliate player is needed by the higher team, the coach of that higher team must request permission from the player's current team coach before asking the affiliate player to participate in a game or practice. 6.14.09

SECTION 6 – TIE-BREAKER

- 6.0 In the event of a tie in points after the termination of the regular season, the following tie-breaking formula may be used in Senior leagues: 6.14.09
 - a. Overall wins 6.14.09

- b. Record between teams (win) 6.14.09
- c. Goal spread between teams 6.14.09
- d. Goals for 6.14.09
- e. League goal spread 6.14.09
- f. League goals for 6.14.09
- g. League goals against 6.14.09
- h. Coin toss 6.14.09

SECTION 7 – PROVINCIAL PLAYOFFS - SENIOR

- 7.0 In all league playoffs, 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 a 10-minute sudden victory overtime period 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 Chair. 6.14.09
- 7.1 For all provincial playoff games a team shall be composed of a minimum of 12 skaters and 1 goalkeeper, or the team will be subject to fines and/or suspension as per their own league constitution. 6.14.09
- 7.2 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. 6.14.09
- 7.3
- a. In the category of Senior A, teams shall be allowed to strengthen their roster by 1 goalkeeper and 3 skaters from their league, once they leave their zone for provincial playoffs or playoffs. 6.14.09
 - b. Teams representing the league for provincial playoffs should have the first 3 picks from their league to strengthen their team. If the host is participating, they will have the second 3 picks. 6.14.09
- 7.4 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. 6.14.09

- 7.5 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. 6.14.09
- 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. 6.14.09
- c. The manager, coach or official and/or players of the team which is responsible for any of these actions may be suspended for a minimum of 1 year. The referee shall report full details of the incident to the Executive Director. 6.14.09
- 7.6 a. 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. 6.14.09

SECTION 8 – SUSPENSION AND EXPULSION OF MEMBERS

- 8.0 Any violation of the NBSHC constitution, by-laws and regulations or HNB or decisions of the Board of Directors by any NBSHC member shall render such member liable to suspension by a 2/3rds vote of the NBSHC Executive Committee. 6.14.09
- 8.1 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 NBSHC. 6.14.09
- 8.2 To fine, suspend or expel team or team executive, parent, guardian, family member or a player for notorious and continued foul play, or unfair, unsportsmanlike or ungentlemanly conduct, individually or collectively, on the ice or off, in any arena where a hockey game is being played, or at any meeting or gathering in the interest of the game; for failure to pay assessments, or for any persistent infringement of the laws or the game or the rules of the NBSHC Executive. 11.10.18

SECTION 9 – DISCIPLINE

Senior Leagues must follow the New Brunswick Senior Hockey Minimum Standards of Discipline.
The Minimum Standards of Discipline will be approved by Senior Council. 05.28.22