



**NEW BRUNSWICK AMATEUR HOCKEY  
ASSOCIATION (NBAHA) INC.**

**CONSTITUTION  
BY-LAWS  
and  
REGULATIONS**

**As Amended August 2020**

**[www.hnb.ca](http://www.hnb.ca)**

**NEW BRUNSWICK AMATEUR HOCKEY ASSOCIATION (NBAHA) INC.**

Organized May 22, 1968  
Incorporated September 28, 1987

**CONSTITUTION  
BY-LAWS  
and  
REGULATIONS**

**As Amended August 2020**

- This edition is prepared for easy and convenient reference and should errors occur, the contents of this book will be superseded by the official minutes of the Annual General Meetings of this Association.
- The masculine gender is used without prejudice in order to facilitate reading.
- Chair/Chairs are used throughout in place of Chairman, Chairwoman, Chairperson, etc.

## **MISSION**

**Leader in developing positive lifestyles,  
inclusive communities and opportunities  
through hockey.**

## **VISION**

**A better New Brunswick through hockey**

This book will be numbered consecutively.

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## HNB OFFICE

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Technical Director	Mike Gillingham	453-0864 mgillingham@hnb.ca
Coordinator Technical Programs	Matt Vautour	453-0871 mvautour@hnb.ca

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**HOCKEY NEW BRUNSWICK  
BOARD OF DIRECTORS 2020-2021**

PRESIDENT	TODD PYE Hanwell, NB <a href="mailto:president@hnb.ca">president@hnb.ca</a>
REGION 1	JACQUES POITRAS St-Jacques, NB <a href="mailto:roc-cor1@hnb.ca">roc-cor1@hnb.ca</a>
REGION 2	DAWN SHAW Bristol, NB <a href="mailto:roc-cor2@hnb.ca">roc-cor2@hnb.ca</a>
REGION 3	NEIL JACOBSON Fredericton, NB <a href="mailto:roc-cor3@hnb.ca">roc-cor3@hnb.ca</a>
REGION 4	CHRIS GREEN Saint John, NB <a href="mailto:roc-cor4@hnb.ca">roc-cor4@hnb.ca</a>
REGION 5	MAURICE THÉRIAULT Memramcook, NB <a href="mailto:roc-cor5@hnb.ca">roc-cor5@hnb.ca</a>
REGION 6	<b>VACANT</b>
REGION 7	DANIEL ROUSSEL Lamèque, NB <a href="mailto:roc-cor7@hnb.ca">roc-cor7@hnb.ca</a>
REGION 8	TODD WILLIAMS Dalhousie, NB <a href="mailto:roc-cor8@hnb.ca">roc-cor8@hnb.ca</a>
MINOR COUNCIL CHAIR	LUC MARTIN Grand Sault, NB <a href="mailto:minor-mineur@hnb.ca">minor-mineur@hnb.ca</a>
OFFICIALS COUNCIL CHAIR	<b>TIM SKINNER</b> Moncton, NB <a href="mailto:ric-aec@hnb.ca">ric-aec@hnb.ca</a>
SENIOR COUNCIL CHAIR	PHILIP HUCKINS Fredericton, NB <a href="mailto:senior@hnb.ca">senior@hnb.ca</a>

FEMALE COMMISSIONER	ANITA SCOTT Woodstock, NB <a href="mailto:female-feminin@hnb.ca">female-feminin@hnb.ca</a>
JUNIOR COMMISSIONER	SCOTT MACKENZIE Fredericton, NB <a href="mailto:junior@hnb.ca">junior@hnb.ca</a>
DEVELOPMENT COMMISSIONER	CHRIS GREEN (INTERIM) Saint John, NB <a href="mailto:roc-cor4@hnb.ca">roc-cor4@hnb.ca</a>
EH COMMISSIONER	LOUIS GAUDET Moncton, NB <a href="mailto:elitehockey@hnb.ca">elitehockey@hnb.ca</a>

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**NEW BRUNSWICK MINOR HOCKEY COUNCIL  
EXECUTIVE COMMITTEE 2020-2021**

CHAIR	LUC MARTIN
DISTRICT 1	MARK CLOUTIER
DISTRICT 2	CRAIG YOUNG
DISTRICT 3	HAZEL WELLS
DISTRICT 5	JEFF MCLEOD
DISTRICT 6	GERALD BANNISTER
DISTRICT 7	DANNY LEBLANC
DISTRICT 8	BRYAN CORNISH
DISTRICT 9	FRANCINE ALBERT
DISTRICT 10	LUC FOULEM
DISTRICT 11	ÉRIC PELLETIER
ELITE HOCKEY COMMISSIONER	LOUIS GAUDET
DEVELOPMENT (ACTING) COMMISSIONER	CHRIS GREEN
FEMALE REPRESENTATIVE	<b>LORI WILLIAMS</b>

**NEW BRUNSWICK HOCKEY OFFICIALS COUNCIL  
EXECUTIVE COMMITTEE 2020-2021**

CHAIR	<b>TIM SKINNER</b>
TECHNICAL DIRECTOR	BRAD JENKINS
ZONE 1	JACK LEBEL
ZONE 2	CHRIS SCOTT
ZONE 3	JOHN O'TOOLE
ZONE 4	JOE NAGLE
ZONE 5	<b>JAMIE TRENHOLM</b>
ZONE 6	JUDSON WAYE
ZONE 7	<b>GILLES DEVEAUX/MATTHEW SULLIVAN</b>
ZONE 8	JEREMIE IRVINE
ZONE 9	JEAN MARIE ALBERT



**NEW BRUNSWICK SENIOR HOCKEY COUNCIL  
EXECUTIVE COMMITTEE 2020-2021**

CHAIR	PHILIP HUCKINS
REGION 1	CLAUDE THÉRIAULT
REGION 2	<b>VACANT</b>
REGION 3	KEN OLIVER
REGION 4	ELEANOR MARSHALL
REGION 5	ROGER BRUN
REGION 6	KEVIN RUSSELL
REGION 7	GILLES CORMIER
REGION 8	BOBBY FREES

**NEW BRUNSWICK FEMALE HOCKEY COMMISSION 2020-2021**

COMMISSIONER	ANITA SCOTT
ELITE COORDINATOR	JASON LYONS
GRASS ROOTS COORDINATOR	SHELLANY BREWER
MINOR COORDINATOR	<b>LORI WILLIAMS</b>
PROVINCIAL COORDINATOR	KIM SPARKES
DEVELOPMENT COORDINATOR	DARREN GALLEN

**NEW BRUNSWICK JUNIOR HOCKEY COMMISSION 2020-2021**

COMMISSIONER	SCOTT MACKENZIE
COMMISSION MEMBERS	STERLING LOGA
	DANNY BRAUN
	SHELDON HAY
	LOUIS GAUDET
	MIKE CLARK
	CARL WATTERS

**NEW BRUNSWICK ELITE HOCKEY COMMISSION 2020-2021**

COMMISSIONER	LOUIS GAUDET
EDZA WEST PRESIDENT	RAY ARSENEAU
EDZA SOUTH PRESIDENT	CODY FULLERTON
EDZA EAST PRESIDENT	DENIS SHEEHAN
EDZA NORTH PRESIDENT	BOBBY FREES
FEMALE	JASON LYONS
NBMHC REPRESENTATIVE	<b>LUC MARTIN</b>

**NEW BRUNSWICK DEVELOPMENT COMMISSION 2020-2021**

CHAIR	CHRIS GREEN (INTERIM)
MEMBERS	KEVIN POTTLE
	SERGE BOURGEOIS

## LIFE MEMBERS

Tom Donovan  
Claude MacKinnon  
Doug Steeves  
Beverley Jacobson

## DECEASED LIFE MEMBER

Gérald Martin

## PAST EXECUTIVES

1968-1971	E. R. Fowler, Moncton	President
	Len C. Poore, Fredericton	Secretary
1971-1974	J. C. MacLaggan, Bathurst	President
	Len C. Poore, Fredericton	Secretary
1975-1976	J. C. MacLaggan, Bathurst	President
	W. H. Gillen, Oromocto	Secretary
1976-1979	J. Claude MacKinnon, Saint John	President
	Pierre Turmel, Fredericton	Commissioner
1979-1981	J. Claude MacKinnon, Saint John	President
	Ross Keenan, Fredericton	Commissioner
1981-1984	Robert J. Rae, Dalhousie	President
	Ross Keenan, Fredericton	Commissioner
1984-1986	Joseph Flynn, Bathurst	Chairman
	Ross Keenan, Fredericton	Commissioner
1986-1987	Joseph Flynn, Bathurst	Chairman
	Gilles G. Picard, Fredericton	President
1987-1990	Harold Post, Petit-Rocher	Chairman
	Bob White, Bathurst	President
1991-1992	Harold Post, Petit-Rocher	Chairman
	Scott Smith, Fredericton	Executive Director
1992-1995	Doug Steeves, Saint John	President
	Scott Smith, Fredericton	Executive Director
1995-1999	Doug Steeves, Saint John	President
	Derryl Smith, Fredericton	Executive Director
1999-2000	Doug Steeves, Saint John	President
	Brian Whitehead, Fredericton	Executive Director
2000-2002	Howard Peters, Fredericton	President
	Brian Whitehead, Fredericton	Executive Director
2002-2012	Tom Donovan, Quispamsis	President
	Brian Whitehead, Fredericton	Executive Director
2012-2014	Raymond Carmichael, Williamstown	President
	Brian Whitehead, Fredericton	Executive Director
2014-2016	Raymond Carmichael, Williamstown	President
	Nic Jansen, Nerepis	Executive Director
2016-2018	Raymond Carmichael, Williamstown	President

2018-2022	Nic Jansen, Nerepis	Executive Director
	E. Todd Pye, Hanwell	President
	Nic Jansen, <b>Grand-Bay-Westfield</b>	Executive Director

## J. CHARLES DAIGLE TROPHY WINNERS

1976	Malcolm "Red" MacFadyen	Fredericton
1977	Keith C. West	Moncton
1978	Father Roger Lizotte	Edmundston
1979	W. B. "Wiff" Myles	Fredericton
1981	Robert Harquail	Dalhousie
1982	James C. MacLaggan	Bathurst
1983	Sid Barnes	Oromocto
1985	David Peterson	Fredericton
1986	Joe Richard	Chatham
1987	Gérald R. Martin	Ste. Anne de Madawaska
1988	Darryl Stothart	Bathurst
1990	Lyle Smith	Fredericton
1991	Jack Drover	Sackville
1992	Peter Hanson	Riverview
1993	Louis Lavoie	Edmundston
1994	Stewart MacPherson	Fredericton
1995	Ernie MacFadzen	Fredericton
1996	Tom Donovan	Gondola Point
1998	Harold Fleiger	Miramichi
1999	Roger Gaudet	Dieppe
2000	Arthur Slipp	Woodstock
2001	Bernie Léger	Shediac
2002	Don Sherwood	Hartland
2003	Camille LeBlanc	Cocagne
2004	Francine Albert	Val-Comeau
2005	Albert Lagacé	Notre-Dame-des-Érables
2006	Karen Alexander	Flemington
2007	Jim Allaby	Saint John
2008	Robert (Bobby) Frees	Dalhousie
2009	Wayne Fraser	Quispamsis
2010	Marcel Bossé	Tide Head
2011	Gerald Bannister	Moncton
2012	Tom Donovan	Quispamsis
2013	Mel MacKenzie	Minto
2014	Charles Albert	Acadian Peninsula
2015	Todd Williams	Dalhousie
2016	Raymond Carmichael	Williamstown
2017	Guido Thériault	St-Joseph-de-Madawaska
2018	Dave Clark	Shediac
2019	André Lebel	Saint-Basile
<b>2020</b>	<b>Jack Lebel</b>	<b>Edmundston</b>

## VANCE TONER DEVELOPMENT AWARD WINNERS

1995	Darryl Stothart	Bathurst
1996	Joe Flynn	Bathurst
1997	Max Legere	Bathurst
1999	Harold Fleiger	Miramichi
2000	Rod Clark	Fredericton
2001	Randolphe (Bun) Veysey	Woodstock/Florenceville
2002	Donald 'Doc' Feeney/Harry Stirling	Fredericton
2003	Kevin Pottle	Fredericton
2004	Danny Braun	Plaster Rock
2005	Peter Hanson	Moncton
2006	Sterling Loga	Campbellton
2007	Bob Vail	Woodstock
2008	Paul O'Blenis	Saint John
2009	Bernie Léger	Shediac
2010	Maurice Theriault	Memramcook
2011	Tom Allaby	Quispamsis
2012	Paul O'Hara and Harold Fleiger	Miramichi
2013	Kelly VanBuskirk	Saint John
2014	Bob Deap	Scotchtown
2015	Maurice Arseneault	Quispamsis
2016	Ken Dobson	Quispamsis
2017	Ron Arbeau	Bath
2018	Perry Kennedy	Campbellton
2019	Norbert Laforge	Grand Falls
<b>2020</b>	<b>Jean-Guy Robichaud</b>	<b>Caracquet</b>

## VOLUNTEER OF THE YEAR AWARD WINNERS

1995	Ed Norton	Chipman
1996	Gaétane Duval	Saint-François
1997	Brent Hatchard	Perth Andover
1998	Charlie Kennedy	Moncton
1999	Dana Dickinson	Centreville
2000	John Williamson	Mouth of Keswick
2001	Goolie Brewer	New Maryland
2002	George Lawrence	Temperance Vale
2003	Mike Binder	Oromocto
2004	Wilfred Godin	Saint Isidore
2005	Gary and Carol McKinley	Fredericton
2006	André Robichaud	Shediac River
2007	Wayne Hicks	Sackville
2008	Jean Pelletier	Dalhousie
2009	Carole-Anne Burnham	Florenceville
2010	Louis Gaudet	Moncton
2011	Don Stevens	Saint John
2012	Pege Peters	St. Stephen

2013	Donna St. Pierre	Kingston
2014	Daniel Babineau	Moncton
2015	Dwain "Bammer" Barton	Minto
2016	Craig Young	Woodstock
2017	Bob Keays	Saint-John
2018	Shelley Hennessey	Nauwigewauk
2019	Brian Gaudet	Moncton
<b>2020</b>	<b>Tanya Noble</b>	<b>Tracy</b>

## DISTRICT ASSOCIATION/COMMUNITY CLUB OF THE YEAR AWARD WINNERS

1992	Edmundston	Louis J. Lavoie, President
1993	Rogersville	Omer Arsenault, President
1994	Kennebecasis Valley	Tom Donovan, President
1995	Memramcook	Rheal LeBlanc, President
1996	Sainte-Anne-de-Madawaska	Gilbert Beaulieu, President
1997	Dieppe	Gérald LeBlanc, President
1998	Edmundston	Georges St. Onge, President
1999	Northern Carleton	Dana Dickinson, President
2000	Minto	Brian Robinson, President
2001	Kent Centre	Danny Scully, President
2002	St. Stephen	Carol Parks, President
2003	Oromocto	Mike Binder, President
2004	Sackville	Dave Wheaton, President
2005	Moncton	Greg Willis, President
2006	Fredericton	Gordon Skead, President
2007	Petitcodiac-Salisbury	John Steeves, President
2008	Woodstock	Stephen Jones, President
2009	Saint John	Bob Purdy, President
2010	Carleton	Andy Saunders, President
2011	Grand Manan	Chris Rayner, President
2012	Kennebecasis Valley	Scott Robarts, President
2013	EDZA South	Kelly VanBuskirk, President
2014	Shediac-Cap Pele	Andrew Bell, President
2015	Grand Falls	Rudy Michaud, President
2016	Edmundston	Martin Perron, President
2017	Sussex	Joe Fudge, President
2018	Western Valley Female	Cindy Pearson, President
2019	Tri-County	Lisa McLaughlin, President
<b>2020</b>	<b>Riverview Minor Hockey Club</b>	<b>Lee MacWilliams, President</b>

## FEMALE HOCKEY BREAKTHROUGH AWARD WINNERS

2005	Robin Paradis	Moncton
2006	Rick Beaulieu	Perth Andover
2007	Dan Léger	Shediac
2008	Sheila Grondin-Lyons	Fredericton

2009	Jean-Luc Bélanger	Edmundston
2010	Susan Arbeau	Grand Bay-Westfield
2011	Kevin King	Burt's Corner
2012	Donat Poirier	St-Jacques
2013	Lori Williams	Saint John
2014	David Hubbard	Strathadam
2015	Christine Dupuis	Notre Dame de Kent
2016	Tina Sewell	Saint-John
2017	Darren Gallen	Riverview
2018	Brian Arseneault	Dalhousie
2019	Shellany Brewer	Keswick
<b>2020</b>	<b>Neal Dunn</b>	<b>Blackville</b>

### **CAREER ACHIEVEMENT AWARD WINNERS**

2016	Wilfred Savoie	St-Jacques
2017	Claude Arseneault	Campbellton
2019	Paul O'Hara	Miramichi

### **INITIATION AWARD WINNERS**

2017	Restigouche North Minor Hockey	Julie Ouellette, President
2018	Riverview Minor Hockey	Lee MacWilliams, President
2019	Andrew Learmouth	Moncton
<b>2020</b>	<b>Tim McCarthy</b>	<b>Woodstock</b>

## **HOCKEY NEW BRUNSWICK SECTION 1 – CONSTITUTION**

### **ARTICLE I - NAME**

- 1.1 This Association shall be known as New Brunswick Amateur Hockey Association (N.B.A.H.A.) Inc., hereinafter referred to as Hockey New Brunswick, HNB, or Branch and shall have jurisdiction over hockey in the province of New Brunswick.
- 1.2 This Association is a member of Hockey Canada; the governing body of amateur hockey in Canada.

### **ARTICLE II - ORGANIZATION**

- 2.1 HNB shall consist of 8 regions throughout the province of New Brunswick, namely:
- |          |                |
|----------|----------------|
| Region 1 | Republic       |
| Region 2 | Western Valley |

Region 3	Capital
Region 4	Fundy
Region 5	South East/Kent
Region 6	Miramichi
Region 7	Chaleur- Acadian Peninsula
Region 8	Restigouche

- 2.2 a. HNB shall be comprised of the following councils and commissions of hockey: Minor Hockey Council, Hockey Officials Council, Senior Hockey Council, Female Hockey Commission, Elite Hockey Commission, Development, and the Junior Hockey Commission. Except where explicitly stated in their Constitutions, By-Laws and Regulations or their respective Operation Manual they shall be referred to as the NBMHC, NBHOC, NBSHC, NBEHC, NBFHC and NBJHC. They shall operate their own affairs in accordance with their own subsection of HNB's Constitution, By-Laws and Regulations and respective Council and Commission Operation Manuals as approved by HNB.
- b. HNB's Constitution shall not be in conflict with Hockey Canada's Constitution. Any amendment or change to Hockey Canada's Constitution, By-Laws, Regulations or Playing Rules shall automatically amend or change the Constitution, By-Laws, Regulations or Playing Rules of HNB and each Council and Commission. Any amendment or change to HNB's Constitution, By-Laws and Regulations shall automatically amend or change the respective Council's or Commission's Operation Manual.
- c. **The current edition of Roberts Rules of Order shall be used as the parliamentary reference for HNB meetings and administration.**
- 2.3 New Councils and Commissions of HNB shall be established in accordance with the following criteria:
- a. Application for new Councils and Commissions shall be in writing, stating reasons for its establishment to HNB Executive Director.
- b. Application shall include a proposed draft Operation Manual.
- c. Application should include an organizational chart and a letter of support signed by at least 20 persons and approved by HNB's Board of Directors.
- d. Application shall be received 40 days prior to HNB's Annual General Meeting and approval or rejection shall be finalized at HNB's Annual General Meeting, such approval shall have 2/3rds majority vote.

### ARTICLE III - OBJECTIVES

- 3.1 To foster and encourage the sport of amateur hockey throughout the province of New Brunswick.
- 3.2 To promote and encourage the formation of amateur hockey teams and leagues.

- 3.3 To regulate competition in the various categories established from time to time.
- 3.4 To establish and maintain a uniform set of regulations and playing rules for amateur hockey in the province of New Brunswick.
- 3.5 To provide for the affiliation of other hockey organizations within HNB and Hockey Canada.
- 3.6 To provide an organizational structure for the orderly development and operation of functional groups that provide opportunities for people of all ages, regardless of skill level, to participate in the game of hockey.
- 3.7 To be responsible for the promotion, development and administration of hockey in New Brunswick in a manner that will encourage mass participation, promote good character building, improve skill levels, and provide healthy physical activity and enjoyment of the game.
- 3.8 Whereas HNB is a provincial service organization that provides programs and services to Anglophone and Francophone New Brunswickers across the province, English and French shall be the official languages of HNB.

#### **ARTICLE IV - MEMBERS**

- 4.1 The members of Hockey New Brunswick are:
  - a. Individuals elected in accordance with HNB's By-Laws and Regulations,
  - b. Individuals appointed in accordance with HNB's By-Laws and Regulations,
  - c. All hockey associations, clubs, teams, leagues and Individuals,
  - d. Parents or guardians of registered participants and individuals that are associated in any capacity, category or affiliation with activities under the jurisdiction of HNB in New Brunswick,
  - e. Associate Members. Individuals, teams, leagues or groups may receive Associate Member status to HNB by a majority vote of HNB's Board of Directors at their Annual General Meeting. Associate member status will be reviewed on a yearly basis.

Associate members are entitled to:

- i. Receive notices of meetings,
- ii. Attend meetings (at their own expense),
- iii. Speak at meetings,
- iv. Participate in the programs of the Association (at their own



expense),  
v. Participate against HNB member teams as per the approval process, and

vi. All other rights and privileges as HNB's Board of Directors may, from time to time, decide.

Associate members are not entitled to:

- i. Vote at HNB meetings,
  - ii. Use the HNB logo without the written consent of HNB's Board of Directors or their designate, or
  - iii. Use of HNB human/financial resources without the written consent of HNB's Board of Directors.
- f. Life Members; Life membership is the highest honor that can be bestowed by HNB and is to be awarded only for VERY DISTINCTIVE SERVICES to HNB. Nominations for life membership shall be forwarded to the Executive Director, in writing, by the second Friday in April, written approval of at least 6 members of the Board of Directors on the nominating paper for each proposed life member. The nominations for Life Member must come before the Board of Directors for their approval and acceptance. There would be a two-year waiting period from last serving as a member of the HNB Board, or council, commission, committee or as a member of association, community club, or league executive. In order to be approved, nominations must receive 80% of the Board's approval. Life members shall have the privilege of **attending HNB Annual General Meeting and serve in an advisory capacity to the membership**, but they shall not be permitted to vote.

## ARTICLE V - AMENDMENTS

- 5.1 Amendments to the Constitution, By-Laws and Regulations shall only be made at HNB's Annual General Meeting in the even-numbered years. In those years only, amendments shall be submitted on approved HNB Notice of Motion forms available from HNB's office and shall be received by HNB's Executive Director before midnight of March 31. At least 40 days prior to HNB's Annual General Meeting, HNB's Executive Director shall distribute copies of proper Notices of Motion to members eligible to vote at HNB's Annual General Meeting, the Past President and Life Members. Verified HNB Notices of Motion shall be posted on HNB's website. Amendments to HNB's Constitution, By-Laws and Regulations shall require a majority of 2/3rds of the votes cast; amendments passed shall take effect immediately.
- 5.2 Notices of Motion shall be submitted by HNB Board Members, Executive Committee members of HNB Councils, and Executive Committee members of HNB Commissions.

- 5.3 The mover or seconder of each Notice of Motion shall be present at HNB's Annual General Meeting to present and explain the motion, otherwise it will be declared invalid.
- 5.4 a. HNB Council or Commission Operation Manual notices of amendment shall be submitted by October 31 for presentation to the respective Council's or Commission's semi-annual meeting and March 31 for presentation to the respective Council's or Commission's Annual General Meeting.
- b. 40 days prior to the respective meetings, HNB's Executive Director shall distribute copies to the respective Executive Committees.
- c. Notices of amendment shall be submitted by the respective Council and Commission members.
- d. Once approved by the respective Council or Commission and within 15 days of their respective meeting, amendments shall be presented to the Board of Directors for final approval.

## **ARTICLE VI - SEASON**

- 6.1 HNB's hockey season shall operate from June 1 to May 31. Only those events which are sanctioned within the season by Hockey Canada and HNB shall be covered by Hockey Canada's insurance program.

## **SECTION 2 - BY-LAWS**

### **BY-LAW ONE - SUSPENSION AND EXPULSION OF MEMBERS**

- 1.1 Any violation of HNB's Constitution, By-Laws and Regulations or decisions of the Executive Director shall render a member or registered participant liable to suspension by a 2/3 vote of HNB's Board of Directors.
- 1.2 Without limiting or restricting the generality of anything elsewhere contained in the Constitution, By-Laws and Regulations and without derogating from any of the specific or general powers of HNB's Board of Directors elsewhere contained, any breach or violation by any member, registered participant, or individual of any provision of the Constitution, By-Laws, Regulations or Rules, or of any decision or ruling of the Board of Directors of HNB shall automatically result in its or his immediate indefinite suspension from participating in all games or activities of any kind sponsored or organized by HNB. If such breach or violation is committed by any club or team participating in any such games or activities, then the aforesaid immediate indefinite suspension shall be automatically suffered by the said club or team. If such breach or violation is committed by any individual who is a participant on a team or has signed a membership form, then the club or team with which such individual is associated or affiliated at the time of commission of such breach or violation shall also (in addition to the said individual) suffer the aforesaid

immediate indefinite suspension. Suspensions shall require a 2/3rds majority vote of the Board of Directors. Such Board decisions may only be appealed to Hockey Canada.

- 1.3 Any parent (of a Hockey Canada / HNB registered participant) whose conduct in an arena is disruptive and not conducive to the wellbeing of the game, may be banned from such arena(s) as determined by the Branch or the appropriate minor hockey association for a specific period of time and the registered participant may also be suspended if the parent fails to comply with the ban imposed upon him.

## **BY-LAW TWO - FINANCIAL**

- 2.1 All Councils, Commissions, committees and other groups requiring funding by HNB shall have their budgets for the coming season submitted to HNB's Finance Committee no later than HNB's semi-annual meeting.
- 2.2 Each league, team, association, club, player, coach, official, ice/bench, executive or volunteer seeking membership with HNB shall pay an annual prescribed fee as per the Fiscal Policy.
- 2.3 The fiscal year end of HNB shall be March 31.
- 2.4 The Hockey Canada National Insurance Program is mandatory, and a premium shall be as per the Fiscal Policy.
- 2.5 All special HNB fundraising projects, before being approved by the Board of Directors, shall clearly state the proposed use of all profits generated. A complete written report shall be forwarded to the Board of Directors on completion of the fundraising project noting the areas of impact throughout the province.
- 2.6 Non-members wishing to pursue the opportunity to participate in Hockey New Brunswick's High Performance Program shall submit a High Performance Program application and fee to the HNB office on or before the date of the camp that the non-member wishes to be eligible. This fee will be established and reviewed annually in the Fiscal Policy.

## **BY-LAW THREE - BOARD OF DIRECTORS**

- 3.1 a. HNB's Board of Directors shall consist of a President, Past-President, 8 Board Members/ROC Chairs, the NBMHC, NBHOC and NBSHC Chairs, the NBFHC, NBJHC, NBEH and Development Commissioners and the Finance Chair. Elected Board member terms will end at the conclusion of the HNB Annual General Meeting. "Appointed" members or "Nominated and approved" members terms will end at the conclusion of the Board of Directors meeting immediately following the HNB Annual General Meeting. The President shall endeavor to fill these positions expeditiously, following the conclusion of the AGM and before the BOD meeting in September.

- b. The ROC Chairs shall be duly elected by the ROC representatives in their Region. Elections shall be held in the even numbered years for the even-numbered regions and in odd-numbered years for the odd-numbered Regions. Regional meetings to elect HNB ROC Chairs shall be held 40 days prior to HNB's Annual General Meeting. The Executive Director or his designate shall organize, chair, supervise and be present at these meetings and elections. Board Members/ROC Chairs shall be elected for a 2-year term and may be re-elected. For all ROC meetings, a quorum will consist of a majority of ROC representatives.
  - c. A Vice-Chair shall be elected from the ROC. In the absence of the Chair, the Vice-Chair shall have all of the rights and privileges of the Chair.
  - d. In case of a tie vote in the election of the ROC Chair, the current ROC Chair shall vote. Should the ROC Chair be absent during this vote and a tie vote occurs, the current Vice-Chair shall vote
  - e. For election of the position of ROC Chair, only nominations that are submitted to the Executive Director 15 days prior to the ROC-AGM will be accepted.
- 3.2 Council Chairs shall be elected by their respective Councils and shall serve 2 years; they may be re-elected.
- 3.3 The Development Commissioner shall be nominated by the President and approved by the Board of Directors for a 2-year term and may be re-nominated by the President at the end of any given term.
- 3.4 The Female Commissioner shall be nominated by the President and approved by the Board of Directors for a 2-year term and may be re-nominated by the President at the end of any given term. **In the event of a vacancy, the President shall appoint a replacement to complete the term.**
- 3.5 a. The Junior Commissioner shall be nominated by the President and approved by the Board of Directors for a 2-year term and may be re-nominated by the President at the end of any given term. **Should a vacancy occur the President shall appoint a replacement to complete the term.**  
b. **The Commissioner** shall have full authority to promote and develop junior hockey throughout the province of New Brunswick. The **Commissioner** will work directly with the Executive Director and Senior Council to deliver hockey programs in New Brunswick. The **Commissioner** shall submit an annual plan to the Board of Directors for approval at their **Fall** meeting and shall submit an annual report to HNB's Annual General Meeting.
- 3.6 The Elite Hockey Commissioner shall be nominated by the President and approved by the Board of Directors for a 2-year term and may be re-nominated by the President at the end of any given term. **In the event of a vacancy, the President shall appoint a replacement to complete the term.**

- 3.7 The HNB President who shall serve as Chair of the Board of Directors shall be elected by secret ballot and by all eligible voters present at HNB's Annual General Meeting. The President shall serve for a 2-year term and may be re-elected. An individual can serve as President a maximum of six (6) years.
- 3.8 The HNB Vice-President shall be elected in odd number years from within the Board members, shall serve a term of 2 years and may be re-elected. Election of a Vice-President shall be carried out at the **Fall** Board meeting.
- 3.9 The Executive Director shall be hired through approved criteria subject to input by the Board of Directors, Finance and Personnel Committee and shall be answerable to the Board of Directors through the President. The Board of Directors shall have final approval of all employees of HNB regarding both responsibilities and salary.
- 3.10 All employees of HNB shall have job descriptions, reviewed, revised and approved by the Personnel Committee each season, on recommendations of the Executive Director.
- 3.11 50% plus 1 voting Board members shall form a quorum at all HNB Board meetings.
- 3.12 The HNB President shall approve HNB members to serve on Hockey Canada Committees. All members who are authorized to attend Hockey Canada Meetings shall submit a written report to HNB's Executive Director and their Respective Council or Commission within 15 days after the meeting dates highlighting the issues and resolutions of each meeting attended. Copies shall be forwarded to the Board of Directors.
- 3.13 In the event of a vacancy occurring on the Board of Directors from any cause whatsoever, the Executive Director shall, no later than 30 days after the vacancy having occurred, immediately proceed to have the Region elect a replacement.

#### **BY-LAW FOUR - CONFLICT OF INTEREST POLICY**

- 4.1 Matters concerning conflict of interest shall be dealt with in accordance with the Conflict of Interest Policy document approved by the HNB Board of Directors.

#### **BY-LAW FIVE – EXECUTIVE COMMITTEE, THEIR DUTIES AND POWERS**

- 5.1 HNB Executive Committee shall consist of the Past President (during his term), President, Vice-President, **and three elected members of the HNB Board nominated by the President and approved by the Board.** The Executive Committee shall act as an advisory committee to the President and Executive Director.  
**Executive Committee member nominations by the President and approved by the Board shall occur in odd numbered years at the Fall board**

**meeting for a two year term. Should a vacancy occur a new nomination to complete the term shall be undertaken within 30 days.**

**The Executive Committee shall have a regular meeting schedule defined in the HNB Calendar of Commitments.**

- 5.2 The Past President shall remain as a member of the HNB Board of Directors for a one-year term and shall have all rights and privileges of a member of the Board except voting and shall be available as a resource person and advisor. The Past-President's term will conclude at the end of the next HNB A.G.M.
- 5.3 The President shall preside at all meetings of the HNB Board of Directors and the HNB Executive Committee. He shall be ex-officio, non-voting member of all HNB councils, commissions and committees.
- 5.4 The President shall generally perform the duties usual to the office of the President. He shall, in consultation with the Executive Director, present a Calendar of Commitments to the Board of Directors at the June Board meeting.
- 5.5 The President shall have the power to impose suspensions and/or fines in respect to any incident which may occur at an HNB sanctioned event or in a game that is outside HNB guidelines. All decisions by the President re: fines and suspensions will remain in effect until dealt with by the appeal process, if so addressed.
- 5.6 The President or an approved alternate (by the Board of Directors) shall be the official representative of HNB on Hockey Canada's Member and Branch Forum meetings. The President shall objectively present the views of HNB. All issues affecting HNB shall be circulated and discussed with the Board of Directors prior to each Hockey Canada meeting.
- 5.7 In addition to the President's own powers conferred upon him by the Constitution, By-Laws and Regulations, in case of emergency, he may exercise all the duties and powers of the Board of Directors. Such decisions being rendered by the President are subject to the approval of the Board of Directors within 5 days.
- 5.8 **a.** The Vice-President shall, in the absence of the President, have all the powers and duties of the President. In the event of a vacancy of the President's position, the Vice-President shall assume the position of the President for the remainder of the 2- year term. Another Vice-President will be elected by the Board at the next scheduled Board meeting. **He shall be ex-officio, non-voting member of all HNB councils, commissions and committees.**  
**b.** **When available, the Vice President shall attend appropriate Regional and Hockey Canada meetings.**
- 5.9 The Executive Director shall be responsible for all Councils and Commissions of hockey through the Provincial Council and Commissioners and perform and administer all day-to-day operations, attend scheduled and approved meetings, and assist with general duties as the need arises.

- 5.10 The Executive Director shall be a resource person available to all committees, councils, and commissions of HNB.
- 5.11 The Executive Director shall not vote at any meetings of HNB.
- 5.12 The Executive Director may solicit an Advisory committee from outside HNB's current members. Approval of this committee and its make-up shall be obtained from the Board, by a majority vote.
- 5.13 The Executive Director may delegate staff or volunteers to carry out assigned duties of HNB with the approval of the Board of Directors.
- 5.14 The Executive Director shall receive all monies of HNB and arrange deposit of same in a chartered bank selected by the Finance Committee. He shall oversee proper books of accounts and payment of bills. All expenditures shall be approved by the Finance Committee. Cheques shall require 2 signatures. Signing officers shall be the Executive Director, Coordinator of Finance, HNB President and Chair of HNB Finance Committee.
- 5.15 The Executive Director shall be responsible to have the annual financial statements prepared and presented in conjunction with the Finance Committee, to the membership, after being duly audited by a firm appointed annually by the Board of Directors at the Annual General Meeting. The Executive Director shall closely monitor all budgeted items of HNB; he shall immediately notify the Finance Committee of actual or perceived problems.
- 5.16 The Executive Director shall be authorized with the concurrence of the Finance Committee for the association in the name of HNB draw, accept, sign and make all and any bills of exchange promissory notes, cheques and money orders for the payments of monies by HNB. The Executive Director shall be and is hereby authorized with the concurrence of the Finance Committee to negotiate with, deposit with or transfer to the bank (but for credit of the promissory notes, cheques or money orders for the payment of money and other negotiable paper) and for the said purpose to endorse the same on behalf of HNB. Also, from time to time arrange, settle, balance and certify all books and accounts and vouchers, unpaid, unacceptable bills of exchange and other negotiable instruments.
- 5.17 The Executive Director shall be responsible for the administration of HNB and Hockey Canada's Articles, By-Laws, Regulations, Policies and playing rules as interpreted, construed, defined and explained by the HNB Board of Directors.
- 5.18 The Board and Regional Operations Council's Operations Manual shall be reviewed annually and approved by the Board of Directors. The Executive Director shall distribute copies to the Board of Directors.
- 5.19 The Executive Director's specific duties shall be identified in his job description and shall be approved by the Personnel Committee.
- 5.20 HNB Staff shall not be a member of any Board, Council, Commission or Committee of HNB unless approved by the Board. Staff members shall

serve as resource people and attend HNB meetings, as prescribed by the Constitution, job description or upon request.

- 5.21 Any decisions that are made by the Executive Committee, Provincial Council Chairs or employees of HNB which are in conflict with the Constitution, By-Laws and Regulations shall be subject to review by the next regular meeting, or special meeting, of the Board of Directors.

## **BY-LAW SIX - BOARD OF DIRECTORS' POWERS**

- 6.1 The power and duties of the Board of Directors during its term of office shall be:
- a. To solely, finally, absolutely and exclusively interpret, construe, define and explain all the provisions of the Hockey Canada and Hockey New Brunswick Articles, By-Laws and Regulations and Policies, subject to the right of appeal as per HNB Regulation 108. All members, registered participants and individuals shall accept as final and binding all such interpretations, constructions, definitions and explanations given or made by the Board of Directors.
  - b. To appoint the auditors at the Annual General Meeting.
  - c. To participate in special meetings to determine all questions arising from emergencies not provided for in the Constitution, By-Laws and Regulations, or in rules of competition. A notice of 48 hours shall be given of the time and place appointed for the considerations of such questions by the Executive Director to the Board of Directors.
  - d. To set priorities concerning hockey in New Brunswick for the season.
  - e. To examine procedures and policies of all elements of hockey in New Brunswick and recommend changes.
  - f. To establish and enforce a basic philosophy that encompasses the total hockey program in New Brunswick.
  - g. To work with all councils, commissions and committees establishing objectives and goals that are clearly attainable.
  - h. To develop and maintain a long-range plan for hockey in New Brunswick. The Strategic Plan must be reviewed and approved at the Semi-Annual meeting of the Board of Directors.
  - i. To review financial reports at each Board meeting and to approve the annual budget.
  - j. To provide for an Executive Director who shall be answerable to the Board through the President, and other personnel as required, and accommodation for an office for HNB.



- k. To be prepared to actively participate in committee work.
- 6.2
- a. **In the event of extenuating circumstances, the Board, by unanimous Vote may declare a state of emergency. Details of the declaration and the emergency plan shall be immediately communicated to the membership by the most appropriate electronic means. Although not limited to, the emergency plan shall cancel, postpone and reschedule statutory requirements in all HNB constitutions and HNB Operation Manuals.**
  - b. The roles and responsibilities of the ROC Chairs shall be to ensure the implementation of HNB objectives, Board of Director discussions and constitutional compliance of each Council and Commission within their respective Region.
  - c. The ROC Chairs are to convene quarterly meetings of all Council and Commission representatives within their Region to hear operational concerns, set priorities, monitor performance and report same to the President.

#### **BY-LAW SEVEN - STANDING COMMITTEES**

- 7.1
- a. The HNB Standing Committees shall be comprised of the following: Awards Committee, Credentials Committee, Appeals/Ombudsman Committee, Constitution Committee, Finance Committee, Personnel Committee, and the Risk, Conduct and Safety Committee.
  - b. The HNB President shall ensure the Standing Committee **Chair and** members are nominated and approved **at** the HNB Board's **Fall** meeting.
  - c. Members of all Standing Committees are appointed for 1 year and may be re-appointed.
  - d. Minutes of all meetings shall be forwarded to HNB Board members within 15 days.

#### APPEALS / OMBUDSMAN COMMITTEE

- 7.2
- a. The Appeals/Ombudsman Committee shall consist of 5 members, nominated by the President and approved by the Board of Directors.
  - b. Members and alternate members shall not be directly involved in the management of hockey in HNB.
  - c. All matters submitted to HNB's Appeals/Ombudsman Committee shall be accompanied by a cheque, as per the Fiscal Policy, made

payable to HNB.

- d. It shall be the duty of the Appeals/Ombudsman Committee to examine, when requested to do so;
  - i. any decision with regard to suspensions, fines or protests as defined by HNB's Constitution, By-Laws and Regulations.
  - ii. any decision with regards to relief or variance from the HNB Constitution, By-Laws and Regulations or Councils/Commission Operations Manuals.
    - a. in all such cases, the applicant must make their request and await the decision of this committee before they take relief or variance from the HNB Constitution, By-Laws and Regulations or Councils/Commission Operations Manual.
- e. At any state of an appeal before the Committee, the appellant shall receive adequate and reasonable prior notice of the hearing, if a hearing is to be held, of an appeal. The appellant has the right, at all hearings, to be represented in person or by his designate and shall have the right at all hearings to make any relevant presentations.
- f. Appeals shall be heard at such time and such place as the Appeals/Ombudsman Committee Chair decides.
- g. An appeal of an Appeals/Ombudsman Committee decision may be directed to Hockey Canada.

### CONSTITUTION COMMITTEE

- 7.3**
- a. The Constitution Committee shall consist of a minimum of 5 members, nominated by the President and approved by the Board of Directors. At least one member shall be an HNB Board member.
  - b. It shall be the duty of the Constitution Committee to:
    - i. to recommend to the Board of Directors amendments to the HNB Constitution, and the By-laws and Regulations.
    - ii. to review for conflict and to verify all HNB notices of motion within 10 days after the March 31 submission deadline,
    - iii. to edit HNB's Constitution before publishing, and
    - iv. to suggest to the HNB Board of Directors its interpretation of the HNB Constitution, and Councils and Commissions Operations Manuals.
  - c. The Constitution Committee Chair shall be authorized to designate a staff member, on an ongoing basis, to make corrections of a clerical nature to the Hockey New Brunswick Articles, By-Laws and Regulations and Board and Council Operation Manuals including typographical errors, numbering adjustments, and the removal of any conflicting word or designation references in or between those documents.

## FINANCE COMMITTEE

- 7.4**
- a. The Finance Committee shall have a minimum of 5 members, nominated by the President and approved by the Board. One member shall be an HNB Board member and one shall be a NBMHC Executive Committee member. If the Chair is a non-board member, he will become a member of the BOD. If the Chair is already a board member, no extra position on the board is required.
  - b. It shall be the duty of the Finance Committee, in conjunction with all Councils, Commissions, Committees and the Executive Director, to prepare and submit a budget to the Board of Directors for its approval. The budget will be presented at the Annual General Meeting for information purposes only. The Finance Committee shall continually monitor the finances of HNB throughout the fiscal year, which ends March 31.
  - c. The Finance Committee shall be empowered to make and carry out decisions that are within the approved budget. Matters that involve finances outside the approved budget shall be presented to the Board of Directors, with recommendation from the Finance Committee.
  - d. A Fiscal Policy shall be submitted by the Finance Committee for approval at each Annual General Meeting. The Fiscal Policy shall address, in detail, all criteria and regulations for the financial operations of HNB. The Fiscal Policy shall be subject to revisions at HNB's Annual General Meeting only, by majority vote.
  - e. The Finance Committee shall submit interim reports at each Board meeting.
  - f. The Finance Committee Chair shall work closely with the Executive Director to manage the financial affairs of the Association.

## PERSONNEL COMMITTEE

- 7.5**
- a. The Personnel Committee shall consist of a minimum of 5 members nominated by the President and approved by the Board of Directors. Two members shall be Board members and one shall be an NBMHC Executive Committee member.
  - b. Performance appraisals for each employee of HNB shall be completed annually by the Executive Director. The Executive Director's annual performance appraisal shall be completed by the Personnel Committee. A report in general terms shall be given to the Board Members at the June Board meeting by the Personnel Committee Chair.
  - d. The Personnel Committee shall have written criteria for the hiring of all salaried and hourly paid employees and the criteria shall be approved by the Board of Directors.

- e. The Personnel Committee Chair shall be responsible with the President and the Executive Director to develop job descriptions and hiring procedures.
- f. Salary ranges (pay bands) and hiring conditions shall be recommended by the Personnel Committee and approved by the Board of Directors'. All hiring contracts shall be signed by the President.

## RISK, CONDUCT AND SAFETY MANAGEMENT COMMITTEE

- 7.6**
- a. The Risk, Conduct and Safety Committee shall consist of a minimum of 5 members, nominated by the President and approved by the Board; 1 member shall be an HNB Board member.
  - b. It shall be the duty of the Risk, Conduct and Safety Committee to research and make recommendation to the Board of Directors of any particular programs or concerns identified by the Board of Directors. Minutes of each meeting shall be submitted to the Board members within 15 days of the meeting.
  - c. It shall be the duty of the Risk, Conduct and Safety Committee to provide sanctioning criteria to be used by the Executive Director or his designate. The Risk, Conduct and Safety Committee will resolve any disputes regarding sanctioning.
  - d. It shall be the duty of the Risk, Conduct and Safety Committee to maintain a policy on abuse and harassment. This policy shall address the procedures for dealing with abuse and harassment cases in relation to all hockey activities. This policy shall be subject to revisions by the Risk, Conduct and Safety Committee as deemed necessary. This policy is subject to approval by the HNB Board of Directors.

## AD HOC COMMITTEES

- 7.7**
- a. Ad Hoc Committee members shall be nominated by the President and approved by the Board as the need arises.
  - b. Ad Hoc Committees shall consist of a minimum of 5 persons; a majority of committee members shall form a quorum; the term of office shall continue until its report is completed.
  - c. Ad Hoc Committees shall include: A Nomination Committee, others may be appointed as required.

## AWARDS COMMITTEE

- 7.8 a. The Awards Committee shall consist of a minimum of 5 members nominated by the President and approved by the Board of Directors, plus the Executive Director. There shall be a minimum of one Board member. The Executive Director will not have a vote.
- b. The Committee shall review present awards procedures and policies.
- c. The Committee shall review all award nominees and select a recipient for each award:
- i. J. CHARLES DAIGLE AWARD: This trophy, given in Memory of the late J. Charles Daigle, a former HNB Director, is to be presented annually to an individual on the basis of their contribution to hockey in New Brunswick at the executive level.
- a) Nominees shall be submitted on the basis of character, dedication to the sport, ability to organize and administer and who has made an outstanding contribution to the improvement of hockey in New Brunswick.
  - b) Any league, association or team president, secretary, treasurer, manager, coach or official who is or was an HNB member shall be eligible for nominations.
- ii. VOLUNTEER OF THE YEAR AWARD: Established in 1995 to recognize an active volunteer in the hockey community. The award is presented to a volunteer who makes outstanding contributions to the game.
- a) Nominations for this award will be considered under the following criteria: The nominee shall be active in the current hockey season; shall be an amateur hockey volunteer, in any capacity, at HNB provincial level; shall be a member of HNB.
  - b) The nomination should include a complete personal and hockey resumé in which the volunteer's major accomplishments and contributions, with corresponding dates are listed.
- iii. FEMALE BREAKTHROUGH AWARD: Established in 2004 to recognize an individual who has actively participated in the promotion of female hockey in New Brunswick in the current season.
- a) Nominations for this award must have actively contributed to the advancement of female hockey in New Brunswick in the current season.
  - b) The nomination should include a complete personal and hockey resume, which lists the nominee's major accomplishments and contributions with corresponding dates.
  - c) **Priority will be given to grassroots nominees**
- iv. VANCE TONER DEVELOPMENT AWARD: Established in 1995 to recognize an individual who has exemplified strong qualities as a teacher, coach and administrator not only within their community, but throughout the province of New Brunswick.
- a) Nominations for this award will be considered under the following criteria: The nominee may be either in a volunteer or professional

capacity; may be either active or retired; may be from the field of sport research, sports medicine, sport psychology, coaching, officiating, administration, etc.; must have made a significant contribution to the development of hockey in New Brunswick at the provincial level.

- b) The nomination should include a complete personal and hockey resumé, which lists the nominee's major accomplishments and contributions with corresponding dates.

v. MINOR ASSOCIATION/COMMUNITY CLUB OF THE YEAR AWARD: Established in 1992 to recognize a minor hockey association who has exemplified the true spirit of minor hockey during the past season and encouraged their members to participate under the Fair Play Values.

- a) The award is designed to recognize one association or club annually for their significant contribution to HNB programs and commitment to improve their own association or club within their community.
- b) **Association/Club is compliant with all HNB policies, regulations and certification requirements**

vi. HNB INITIATION AWARD: Established in 2016 to recognize an active volunteer or Minor Association who has actively participated in the promotion and enhancement of the Hockey Canada Initiation Program within their community.

- a) Nominations for this award will be considered under the following criteria: Encourages FUN through practice drills and modified games. Encourages the growth of foundational skills so young players can enjoy the game. Effective leaders and teachers who will create a challenging and motivating environment for players. Develops and encourages the concept of team, through player participation in and off-ice activities. Implement fitness, fair play and co-operation aspects within the fun of the game. On-ice instructions that demonstrate leadership, teaching skills, good communication skills. Promotes education of the program to players, parents, coaches and volunteers.

vii. THE CAREER ACHIEVEMENT AWARD: Established in 2016 to honour those individuals who, for many years, have served amateur hockey faithfully, having participated as a player, coach, or administrator and have made an outstanding contribution to Hockey New Brunswick.

- a) Nominations for this award will come from a **current** HNB board of directors.
- d) The nominations for all awards shall be accepted until midnight of the second Friday of April of each year.
- e) The nomination for the individual awards should include a complete personal and hockey resume, which lists the nominee's major accomplishments and contributions with corresponding dates.
- f) The HNB initiation and District Association / Community club of the year award must meet their criteria.

- g) The Awards Committee may consider nominees from the previous year.
- h) The award winners shall be announced at the HNB Annual Awards Banquet.

## **BY-LAW EIGHT - CALENDAR OF COMMITMENTS**

- 8.1 All HNB Board of Directors meetings shall be scheduled according to the Calendar of Commitments presented to the Board of Directors at their June meeting.

## **BY-LAW NINE – MEETINGS**

- 9.1 The Annual General Meeting location and date shall be approved 2 years in advance by the voting delegates at an Annual General Meeting. Notices of the Annual General Meeting shall be communicated by the Executive Director to all members at least 60 days prior to the date of such meeting.
- 9.2 Annual General Meeting order of business:
- a. Welcome - Call to Order
  - b. Credentials Committee Report
  - c. Minutes of Last Annual General Meeting
  - d. Business Arising from Minutes
  - e. President Report
  - f. Executive Director Report
  - g. Council Chair Reports
  - h. Commissioner Reports
  - i. Standing Committee Reports
  - j. Regional Operational Council Chair Reports
  - k. Associate Member Report
  - l. Finance Committee Report
  - m. Auditor's Appointment
  - n. Amendments
  - o. Next Annual General Meeting
  - p. New Business
  - q. Elections
  - r. Adjournment
- 9.3 HNB special meetings shall be held when a formal written request of any 10 HNB voting members and a majority vote of the Board of Directors have been completed. The President shall designate the time and place within 15 days of approval. A quorum shall consist of 17 accredited voting members at HNB special meetings.

## BY-LAW TEN – VOTING

- 10.1 a. Each ROC will consist of a Chair and 6 members, 1 from each of the 3 Councils (Minor, Officials and Senior), and 3 others as appointed by the ROC, with the recommendation that there is Female representative in each Region. Appointments shall be a 2-year term and members may be re-appointed.
  - b. At Annual General Meetings the following are eligible to vote but shall be in attendance at the meeting; Board Member/ROC Chairs [8], Council Chairs [3], Commissioner Chairs [4], Finance Committee Chair, Regional Council [6 per Region X 8 Regions] plus the President. Total eligible votes = 65.
  - c. Only those persons pre-registered by their ROC Chair for the Annual General Meeting and confirmed by the Executive Director at the beginning of the AGM may represent their ROC at HNB's Annual General Meeting and vote with the respective ROC.
  - d. Only registered voting delegates may speak at the Annual General Meeting. Permission of non-registered individuals to speak may be granted by the Chair of the Board if majority vote of accredited voting delegates present is given.
  - e. If required, voting may be done electronically. For the purpose of conducting electronic voting, the process will be:
    - i. The Board, Council, Commission or Committee chair shall call for a motion duly moved and seconded; with rationale described.
    - ii. The Chair will send the motion electronically to his membership, with notice of the conference call time (if required), to consider the question.
    - iii. Members must send their votes, in confidence, to the Chair only. All votes received otherwise, or copied to all, will be declared invalid.
    - iv. The results of the vote will be announced by the Chair.
    - v. The results of the vote will be sent to the Executive Director for the HNB official records.
- 10.2 With respect to motions brought to any meeting of the HNB Board or AGM, the President shall only vote in case of a tie.
  - 10.3 At all meetings of HNB and its Committees, voting shall be by show of hands unless the meeting decides on a ballot, by majority vote.
  - 10.4 Voting at elections when a position is contested shall be by secret ballot and these ballots shall be destroyed, on a Motion, when the position has been filled.
  - 10.5 For all elections each candidate may have a scrutineer present during the counting of the ballots.
  - 10.6 The Executive Director, or delegate shall supervise and carry out all voting at the Annual General Meeting.



## **BY-LAW ELEVEN - ELECTON OF THE PRESIDENT**

- 11.1 a. The position of President shall be elected by secret ballot at HNB's Annual General Meeting in even-numbered years. A majority vote by registered eligible delegates present at the Annual General Meeting is required. The President is eligible to vote at this election. The candidate for President with the fewest number of votes cast will drop off the ballot in subsequent voting rounds until one candidate receives the required 50% plus one or more of the total votes cast in that round.
- b. Nomination forms shall be distributed to HNB Board members prior to March 31. For the position of President, only nomination forms submitted postmarked **30** days prior to the HNB Annual General Meeting will be accepted.
- c. A minimum of 3 individuals will conduct the counting of ballots cast for the position of President. These will be the Executive Director, or delegate, and all HNB Life Members, present and available. Additionally, the Executive Director, or delegate, may chose HNB staff member(s) if required to reach the minimum of three.

## **BY-LAW TWELVE - ALLOWABLE EXPENSES**

- 12.1 a. The expenses of the Board Members and the Executive Committee to attend authorized and approved HNB meetings shall be paid according to the Fiscal Policy.
- b. Itemized expense claims shall be created by HNB as per the Fiscal Policy and payments made within 15 days of the meeting.
- c. Expenses shall only be paid or budgeted **for** authorized and approved meetings. The Finance committee shall have sole responsibility to have expenses approved or rejected.
- d. Employees of HNB shall have common expense allowances written into their hiring conditions.

## **BY-LAW THIRTEEN - OFFICIALS**

- 13.1 All officials involved in any games under the jurisdiction of HNB shall be a member of the New Brunswick Hockey Officials Council.
- 13.2 It shall be the duty of each NBHOC Regional Zone Director to see that the officials of his Region are properly registered and are only doing the games for which they are qualified to do.
- 13.3 Officials that work non-HNB sanctioned team games may lose the privilege of doing HNB games. Officials that work non-HNB sanctioned games are not

covered by Hockey Canada/HNB insurance plan and may lose eligibility for future coverage.

- 13.4 HNB will have jurisdiction over any decisions involving disputes between the referees, leagues, clubs, and teams.
- 13.5 All games in HNB shall be officiated by a team of NBHOC member officials and the fees per game shall be in accordance with the Fiscal Policy. Council or league constitutions may request the referee system to be used.
- 13.6 Breakdown of game fees for officials:
- |                 |                  |                  |
|-----------------|------------------|------------------|
| Referee ... 50% | Linesman ... 25% | Linesman ... 25% |
|-----------------|------------------|------------------|
- 13.7 Fee Structure for Regular Season is outlined in the Fiscal Policy.
- 13.8 Fee Structure for Provincial Playoffs is outlined the Fiscal Policy.
- 13.9 Fee Structure for Inter-Branch Playoffs is as per Hockey Canada's fee schedule to apply. NOTE: If for some reason the 2-man system is used in a particular game, the applicable fees are to be reduced by 1/3<sup>rd</sup>.
- 13.10 The expenses for members of the NBHOC while travelling to and from games will be as per the Fiscal Policy.
- 13.11 The home team is responsible for payment of official's fees and allowances based on the above formula.
- 13.12 All member referees and linesmen shall be thoroughly unbiased parties.

## **BY-LAW FOURTEEN - COURT ACTIONS**

- 14.1 The HNB's Constitution, By-Laws and Regulations have been developed by HNB and approved at the Annual General Meeting. The Constitution, By-Laws and Regulations are designed to provide a framework and process for the continuity of the sport of hockey in New Brunswick and establish the manner in which all individuals shall participate. This book is not intended to be a legal document, however, acceptance of a membership in HNB means that all members shall accept the existing Constitution, By-Laws and Regulations and amendments that are made by the membership from time to time, through the amendment process. Recourse to the court of law by any member of HNB shall only be taken upon completion of the various procedures established in the Constitution, By-Laws and Regulations for settling disputes.
- 14.2 a. Any recourse to the Courts of any jurisdiction by, on behalf of, or for the benefit of, any member, prior to the exhaustion of all rights, remedies and rights of appeal under HNB's Articles, By-Laws, Regulations and Rules shall be a violation and breach of HNB's Articles, By-Laws and Regulations and

Rules. This violation and breach shall result in the automatic indefinite suspension of such member from HNB, including all activities and games played under the jurisdiction of HNB or any of its members as defined herein.

- b. Any association, club, league, team, player, coach, manager, trainer or referee who initiates court action, or any individual who does so on behalf of or for the benefit of any of the foregoing, prior to exhausting all proper procedures of appeal shall be liable for all legal costs and disbursement incurred by HNB in conjunction with defending and/or responding to such court action.
- c. Any association, club, league, team, player, coach, manager, trainer or referee (or any individual acting on behalf of or for the benefit of any of the foregoing) who, having exhausted HNB's appeal procedures, proceeds with court action against HNB or its members as defined herein shall be liable for all legal costs and disbursements incurred by HNB and its members, should the courts rule in favor of HNB or its members.
- d. Until all such costs and disbursements of HNB are paid as provided in By-Law 14.2 b. and c. the membership of the parties referred to in By-Law 14.2 b. and c. shall, at the discretion of the President, be suspended.

#### **BY-LAW FIFTEEN - CODE OF ETHICS**

- 15.1 All code of ethics incidents shall be dealt with in accordance with the Code of Ethics Policy Document approved by the HNB Board of Directors.

#### **BY-LAW SIXTEEN - PILOT PROJECTS**

- 16.1 a. Pilot Projects shall be presented to HNB Annual General Meeting only after receiving approval by the Council(s) Annual General Meeting to which it affects:
- b. Pilot Projects presented for approval shall meet the following criteria:
  - i. shall be submitted by a HNB registered member of the respective Council the Project affects,
  - ii. shall have a written objective and goals
  - iii. shall have performance criteria and a review process
  - iv. shall have established timelines
  - v. shall not exceed 1 year in length
  - vi. shall receive an approval vote of 66% of registered voting members at the AGM
  - vii. At the completion of the first year, a Notice of Motion stating the original Pilot Project request shall be submitted to HNB by the March 31 deadline.

- viii. The Pilot Project conclusion shall be submitted to HNB's office for inclusion in the Notice of Motion package duly distributed to HNB's membership prior to the Annual General Meeting.

### **SECTION 3 - RULES AND REGULATIONS**

With the exception of those rules and regulations specifically mentioned hereinafter, Hockey Canada's Constitution, By-Laws and Regulations shall apply.

#### **SUSPENSIONS**

- 100 a. i. All persons receiving a suspension under the jurisdiction of Hockey Canada, HNB or its member Branches shall be deemed ineligible from participating at any level of hockey in any capacity under the jurisdiction of HNB until the suspension has been served or length of suspension has elapsed from within the League and/or Council in which it was given.
- ii. 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.
- iii. The above does not apply to team practices and pre-season try-outs.
- b. Suspended team officials shall not be permitted in or around the player's bench or dressing room one hour prior to or after a game.
- c. Any decision or ruling involving any team member who has received Match Penalties, Gross or Game Misconducts for Abuse of Officials shall be conveyed in writing to the NBHOC office, the respective NBHOC Regional Zone Director and the Executive Director within 48 hours of the decision being made. Any subsequent appeal shall also be forwarded to the NBHOC office and the respective NBHOC Regional Zone Director. In any subsequent appeal process, the NBHOC shall be permitted to make representation to this appeal committee and also shall be made aware of any pertinent documentation that is made available to the appeal committee.

#### **LEAGUES**

- 101 a. Leagues shall, within 15 days after holding league meetings, forward to the Executive Director a copy of the minutes of the league meetings.
- b. A league shall apply for membership in HNB by making application no later than October 15 of each year, on a prescribed form, to the Executive

- Director. The application shall be signed by the President and Secretary of the league and shall be accompanied by the annual membership fee.
- c. A condition of league membership in HNB shall be the acceptance of HNB's Constitution, By-Laws and Regulations and the rulings of the Board of Directors, without exception.
  - d. Each league shall also adopt a Constitution, By-Laws and Regulations in conformity with HNB's Constitution, By-Laws and Regulations without weakening HNB's and shall provide a copy of their Constitution, By-Laws and Regulations to the Executive Director upon making application for membership. The said Constitution, By-Laws and Regulations shall meet the approval of the Board of Directors.
- 102 a. Leagues in New Brunswick at the senior level, shall have a minimum of a 3 person-executive. The members of the league executive cannot be affiliated with any team (does not apply to female senior leagues).
- b. If a league cannot comply with part Regulation 102.a then permission shall be given by the Board of Directors annually, in order to allow the league to operate.
  - c. 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.
  - d. The league executive shall conduct the series and be responsible for decision making in the series until a winner is declared.
  - e. League Presidents must submit their playoff format to their respective Council Chair or Commissioner by January 31.
- 103 a. A league constitution will have authority on anything pertaining to its own league provided they are not contrary to HNB's Constitution, by-Laws and regulations and that of its respective Council's constitution, by-laws and regulations or respective Commission's Operation Manual. However, in provincial play-downs, HNB's Constitution, By-Laws and Regulations will take precedence, unless otherwise stated in these rules.
- b. Leagues and teams shall so arrange their own schedule to be ready to participate in HNB play-downs on such dates as have been set. Any league or team which fails to conform to this by-law shall be liable for suspension and the series shall be awarded to the opposing team.
  - c. In all league playoffs the team with the highest number of points during the regular season shall have home ice advantage.
  - d. All playoff games shall be played on the basis of a 10-minute sudden victory period, followed by a 20-minute sudden victory period.

- 104 In all hockey under HNB's jurisdiction the visiting team will have the opportunity to place a person in or in close proximity to the timekeeper's box where they will be able to oversee the operation of the time clock. This request by the visiting team shall be made before the start of the third period and such person has no jurisdiction in any disputes involving the actual timing of the game. This person shall take his place at any time prior to the start of the third period and the referee shall be notified before this action takes place.

## TEAMS

- 105 a. A team shall become a member of HNB by making application to HNB's Executive Director on a prescribed HNB form. The application shall be signed by the President and Secretary of the team and shall be accompanied by the annual entry fee for the category in which the team wishes to compete.
- b. A team, to be registered, shall also be a member of a duly registered league in accordance with Regulation 101.b and said league shall be still in operation by January 11 of the current season for the teams to participate in provincial play-downs.
- c. A condition of membership in HNB shall be the acceptance of HNB's Constitution, By-Laws and Regulations, and of the rulings of HNB without exception.
- d. Any team not renewing its membership by October 15 shall forfeit its membership and all its players shall become free agents.
- e. A team wishing to obtain membership within a league shall apply to said league prior to the date set in the league Constitution. If the application is not considered within 30 days the team shall apply to the Executive Director to have its case considered.
- f. Teams may resign from a league by notifying the league in writing.
- g. Players of a team disbanding prior to January 11 in any season will become free agents and may become a member of any other team they are qualified to play with under the regulations.
- h. A team in any category shall consist at all times of not less than 15 rostered players, one of whom shall be a goalkeeper. Councils may establish the minimum number of players registered to constitute a team, which does not participate in a Regional or National Championship and which number may be less than 15.
- i. On January 10, junior and senior teams shall reduce their roster in accordance with Hockey Canada Regulation F.39.

- j. Adult recreation teams shall register by sending the appropriate membership form and fees to the Executive Director. The teams shall submit a protected list by January 10 of each season.
- k. 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 molest the players or game officials.
- l. No registered team shall be permitted to play against non-registered teams unless such event meets the sanctioning criteria as determined by HNB's Risk, Conduct and Safety Committee and is approved by this Committee.
- m. A team listing an ineligible player on an official game report automatically loses said game.

## **PLAYERS**

- 106 a. To participate in a league game, all team members shall appear on a Hockey Canada Registry roster for the current season and such roster shall be approved.
- b. Team members are responsible to provide all documentation concerning the eligibility of a player even when it is proven that team officers were acting in good faith.
- c. No player shall become a team member after February 10 in any season.
- d. Players participating with a team at a CCAA, CIS, NJCAA or NCAA institute or education after January 10 of the current season, shall be ineligible for participation with a Hockey Canada/HNB team during that season (does not apply to Female Hockey).
- e. A team may declare its intent to affiliate as per its respective Council constitution.
  - i. Senior teams may affiliate only with a team in a lower category of a division.
  - ii. December 15 is the final date for affiliation registration.
  - iii. The affiliation fee for all teams except minor hockey is outlined in the Fiscal Policy.
  - iv. No player is permitted to be part of more than 1 specially affiliated players' list at any one time during the current season (excluding Minor).
- f. Within a declared system, a team may affiliate a maximum of 19 players. These affiliate players shall be identified on the HCR roster as soon as possible but no later than January 15.

- g. A replacement for a goalkeeper who may die, be seriously ill or be injured, so as to prevent his playing with his team may be permitted to play upon the production of medical evidence satisfactory to the Executive Director. Application for such replacement shall be made to the Executive Director, and once named a replacement goalkeeper cannot be replaced unless he becomes medically unfit. The regular goalkeeper shall return to competition as soon as medical evidence indicates that it is in order for him to do so and the replacement goalkeeper can play anytime and shall return to his own team if so desired. The replacement goalkeeper shall come from the same classification or lower.
- h. A player may not roster with more than one team at a time during the current season. Female players may dual register with a Minor male and Minor female team.

## **PROTESTS**

- 107 a. Game protests may only be made in regard to interpretations of Rules, By-Laws, Regulations, Rules of Competition and Constitution matters, not in regard to the decision of a referee or linesman.
- b. A verbal protest shall be made by the captain of the aggrieved team to the referee at the first reasonable opportunity after the action or decision complained of, and in all cases shall be made within 5 minutes of the close of the period in which such action or decision was made and same shall be noted immediately on the official game report.
  - c. When a protest arises in a league game and the protesting team has complied with the aforementioned, within 24 hours of the completion of the game protested, a fax, email or written protest signed by the team president or secretary of the protesting team shall be in the hands of the league president or secretary and shall be accompanied by a deposit as per the Fiscal Policy. A copy of such fax, email or written protest shall also be served upon the protested team within 24 hours of the completion of the game protested.
  - d. The protested team shall, within 48 hours after the completion of the game protested, file its defense with the league president or secretary. A copy of such defense shall also be served on the protesting team's president or secretary within 48 hours after the completion of the game protested.
  - e. The league president shall fix a time and place for the meeting of the league executive to consider the protest. Each of the teams involved may have a person present to present its case at the hearing of the protest.
  - f. The league president shall retain the deposit, as per the Fiscal Policy, of the protesting team and the supporting document for at least 24 hours after the decision of the league is rendered. If no appeal has been lodged within that time, he shall return the deposit to the protesting team, if it has won its protest, otherwise such deposit shall be forfeited to the league.



## **APPEALS**

- 108 a. Appeals can be made on the interpretation of HNB Constitution and Council/ Commission Operation Manuals.
- b. Executive Director decisions rendered under By-Law 5.17 may be subject to the appeal process.
- c. Decisions made on written complaints can be appealed.
- d. Suspensions coordinator, District Director or League President suspension decisions may be appealed.

## **MINOR**

- 109 a. The Minor League President or Minor District Director shall render a decision on any matter under League or Minor Hockey jurisdiction. Once a decision is rendered by the League President or Minor Director, only then may an appeal be filed with HNB Appeals Committee and such appeal shall be filed within 48 hours after the decision has been made.
- b. All residency appeals shall be made by November 30 of the current season.

## **JUNIOR AND SENIOR**

- 110 Junior and Senior Hockey, an appeal from a League President's decision shall go directly to the Appeals Committee. Such appeal shall be filed with the Appeals Committee within 48 hours of the League President's decision. (Note: The only thing that is solely HNB's responsibility in all leagues is membership of players, teams and executive members).

## **APPEAL PROCEDURES**

- 111 a. All appeals to HNB's Appeals Committee shall be accompanied by a cheque, as per the Fiscal Policy, made payable to HNB.
- b. Appeals not warranting a formal hearing shall be dealt with and a decision sent via email within seven (7) business days of the receipt of all documentation at the HNB office. The HNB Executive Director is the communicator on behalf of the Appeals Committee.
- c. Appeals by teams shall be signed by the appellant's respective league, team, district association or community club President and Secretary and shall be accompanied by an appropriate fee, as per the Fiscal Policy, made payable to HNB.

- d. Once all information has been forwarded, appeals to HNB's Appeals Committee, that warrant a formal hearing, shall have a hearing date set within 10 days, and all parties shall be notified 6 days prior to the hearing date. Decisions of the Appeals Committee or Executive Director shall be completed within 10 days of the hearing date. Decision may be verbally transmitted, and all parties will receive written decision within 6 calendar days of the verbal decision.
- e. Time lines are established as maximums only if circumstances allow and the Appeals Committee Chair may proceed earlier - it is his decision alone.
- f. All information forwarded to or gathered by the Executive Director or Junior, Senior League Presidents that pertain to a decision by them or a relative matter shall be accumulated in a file plainly marked, "Case of \_\_\_\_\_". Each and every item pertaining to the case shall be signed and dated when received. When an appeal is launched the file or copies containing all the case information pertinent to arrival of the decision by the Executive Director or Junior, Senior League President shall be forwarded to the Appeals Committee Chair within 4 days of the receipt of the appeal.
- g. All information in the file that is dated after the time of verbal decision of the Executive Director or Junior, Senior League President shall not be entertained by the Appeals Committee.
- h. The Appeals Committee's decision is final and binding to all parties. Further Appeals may be made to Hockey Canada through their procedures. All information pertinent to decisions by the Appeals Committee shall remain the property of HNB.
- i. All monies forwarded to HNB re: appeal process is non-refundable.

### APPEAL GUIDELINES

- 112.1 a. Appeals shall be heard by the Appeals Committee, either by telephone or meeting, or a combination of both a meeting and a conference call.
- b. The Appeal process shall be conducted with complete impartiality and under strict decorum. Resource people may be used but shall not be present when/while the decision is rendered.
- c. All time limits shall have confirmed documentation accompanying the Appeal. An appeal may be disallowed if the time restraints are not strictly adhered to.
- d. Verify Appellants reasoning for filing Appeal.
- e. Verify Minor Director's or League President's reasoning and justification for decision.

- f. Question people who are directly involved and reputable bystanders for objective analysis.
  - g. Gather precedents that may apply to the situation in question.
  - h. All parties may be represented at a formal hearing, the Appeals Committee Chair shall limit the number of support people to 3 for each side.
  - i. The Appeals Committee Chair shall have complete control of the hearing procedure, the ground rules shall be established at the start of each meeting/hearing.
- 112.2 Once the Appeal process has been completed at the HNB (Branch) level, further appeals may be made to Hockey Canada under their procedures and Constitution.

## **SECTION 4 – COMMISSIONS AND COUNCILS**

### **SUBSECTION 200 NEW BRUNSWICK FEMALE HOCKEY COMMISSION**

- 201 The Executive Committee of the Commission shall consist of the following members:
- a. The Commission Chair and a maximum of 5 functional representatives appointed by the Commissioner. These functional representatives could be, however not limited to:
    - i. representative to Senior Council
    - ii. Representative to Minor Council
    - iii. Esso Fun Day / Female Specialty Clinics – Coordinator
    - iv. Representative to Development Commission (HPP)
    - v. Provincial Coordinator
  - b. The Commission shall have full authority to promote and develop female hockey throughout the province of New Brunswick. The Commission will work directly with the Executive Director, the Council and Commission Chairs and Coordinator of Technical Programs to deliver female hockey and development programs.
  - c. The Commission shall govern the Female Commission Operation Manual.
  - d. The Commission shall submit an annual plan to the Board of Directors for approval at their September meeting and shall submit an annual report to HNB's Annual General Meeting.

**SUBSECTION 300**  
**NEW BRUNSWICK JUNIOR HOCKEY COMMISSION**

- 301 The Executive Committee of the Commission shall consist of the following members:
- a. The Commission Chair and a maximum of 8 functional representatives appointed by the Commissioner. These functional representatives could be, however not limited to, Directors in:
    - i. Regional Operations Councils
    - ii. League Commissioners
    - iii. League Presidents
  - b. The Commission shall have full authority to promote and develop junior hockey throughout the province of New Brunswick. The Commission will work directly with the Executive Director and Senior Council to deliver hockey programs in New Brunswick. The Commission will govern the Junior Commission Operations Manual. The Commission shall submit an annual plan to the Board of Directors for approval at their September meeting and shall submit an annual report to HNB's Annual General Meeting.

**SUBSECTION 400**  
**NEW BRUNSWICK MINOR HOCKEY COUNCIL**

**ARTICLE 401 - Name**

- 401 a. This organization shall be known as the New Brunswick Minor Hockey Council, hereinafter to be referred to as the NBMHC.
- b. The NBMHC is and shall be a member of HNB from which it derives its authority and is thereby subject to all regulations and playing rules of Hockey Canada.

**ARTICLE 402 - Zones**

- 402 a. The NBMHC shall consist of one EH Commission, 10 District Associations and the various community clubs throughout the Province, comprised of, but not limited to, the geographical sub-divisions of the following community clubs, and for provincial competition these associations and clubs will be grouped in 4 Zones as follows:
- i. Elite Hockey Commission.
  - ii. **ZONE "A"**
    - District 1 Edmundston, Grand Falls, Haut-Madawaska, Ste. Anne/St.Léonard, Restigouche-West, Res-Ma-Vic Female

District 2 District 2, Carleton, Victoria-Tobique, Woodstock, Western Valley Female

District 3 Boiestown-Doaktown, Fredericton, Grand Lake, Oromocto, York North, York West, Central Female

iii. **ZONE "B"**

District 5 Hampton, Kennebecasis Valley, Lancaster, Saint John, St. Stephen, Charlotte County, Grand Manan, Sussex

iv. **ZONE "C"**

District 6 Dieppe-Memramcook, Hillsborough, Lewisville, Moncton, Petitcodiac/Salisbury, Riverview, Sackville, South East Female

District 7 Shédiac-Cap Pelé, Kent Centre, Kent Sud, Westmorland-Kent Female

v. **ZONE "D"**

District 8 Miramichi, Greater Miramichi Female, Baie Ste. Anne, Renous, Rogersville, Sunny Corner

District 9 Acadian Peninsula

District 10 Baie des Chaleurs, Bathurst

District 11 Restigouche North

- b. Teams playing out of Houlton and Presque Isle, Maine, USA, not participating in a USA Hockey or state championship and meeting Hockey Canada age grouping for competition and all other HNB/NBMHC criteria, shall be included in District 2 as a community club.

402.1 The NBMHC, on behalf of HNB, shall have jurisdiction to manage and administer all minor hockey within HNB.

402.2 a. Development league play shall commence, as follows:

- Midget second Friday of September
- Bantam second Friday of October
- Peewee second Friday of October

b. Novice games shall commence November 15.

c. Exhibition games and tournaments shall be permitted to commence 15 days prior to the start of the league schedule.

### **ARTICLE 403 - Membership**

403.0 Membership in the NBMHC shall be open to all registered associations, clubs and leagues conducting minor hockey in New Brunswick.

403.1 Application for membership in the NBMHC shall constitute agreement by the applicant to abide by and comply with the Constitution, By-Laws, Rules and

Regulations of the NBMHC, HNB and Hockey Canada, and of the ruling of the NBMHC Executive Committee.

- 403.2 The NBMHC Executive Committee has the privilege to grant or refuse applications for, or renewals of, membership in the NBMHC and shall advise the applicant in writing accordingly, and advise the association, club and league of its right to appeal to HNB.
- 403.3 a. Associations and clubs shall apply for membership by making application to HNB's office on the prescribed form no later than 7 days prior to the NBMHC Annual General Meeting.
- b. The application shall be signed by the association's/club's President and Secretary for the upcoming playing season and shall be accompanied by the annual entry fee. The application shall include a mailing address and an email address.
- c. Leagues shall apply in a similar manner prior to October 15 of each year.
- d. Late application shall be presented to the NBMHC Executive Committee for approval consideration.
- 403.4 It is a condition for membership application that each association, club or league upon application, file with the NBMHC 1 copy of their Constitution, By-Laws and Regulations duly approved by their membership for the up-coming season.
- 403.5 District association executive committee members and community club executive committee members shall adhere to the NBMHC Conflict of Interest Guidelines.

#### **ARTICLE 404 - Executive Committee**

- 404.0 The NBMHC Executive Committee shall consist of the Chair, Past Chair, District Directors, NB Female Hockey Commissioner, NB Development Commissioner and the Elite Hockey Commissioner. The District Directors shall be duly elected by member community clubs from their respective district association.
- 404.1 a. The Chair shall be elected in even-numbered years from the NBMHC Executive Committee, by secret ballot of all registered associations, clubs and league delegates eligible to vote and NBMHC Directors attending the NBMHC Annual General Meeting. If the person elected Chair is a District Director, that district should elect another District Director.
- b. The Vice-Chair shall be elected annually from and by the Executive Committee.
- c. HNB's Executive Director shall ensure that Chair election is held every 2 years. The Chair may be re-elected. NBMHC Executive Committee members who intend to run for the Chair position, shall fill their nomination on the approved nomination form with HNB's Executive Director 30 days

prior to the election. The Executive Director shall advise the directors of the nomination forms received.

- d. The Past Chair shall remain as a member of the NBMHC Executive Committee for the term of 1 year and shall be non-voting.
- 404.2 NBMHC Executive Committee member or District Director elected shall be elected by a majority of the votes cast.
- 404.3 In the event of a vacancy occurring on the NBMHC Executive Committee from any cause whatsoever, the Chair should appoint a person from the District concerned to fill such a vacancy until the District concerned is able to elect another District Director. The Chair shall be responsible to oversee the calling of the meeting and the election.
- 404.4 A majority of the NBMHC Executive Committee members shall form a quorum.
- 404.5 All elected representatives should serve for a 2-year term and be eligible for reelection. Representatives for odd number district associations 1, 3, 5, 7, 9 and 11 shall be elected in odd number years and similarly even number district associations 2, 6, 8 and 10 shall elect a representative in even number years. The term of the District Director shall commence after the NBMHC Annual General Meeting in the year of election. The ROC Chair of the respective District, or their designate, will call and conduct the election of the District Director. Each association and club within that district will have 1 vote. In the event of a tie, the ROC Chair of that District, or their designate, shall cast a vote. This election shall not take place before April 15 of the current season.
- 404.6 If a member of the NBMHC Executive Committee absents himself from 2 consecutive meetings, his office shall be declared vacant, unless granted leave of absence by the NBMHC Executive Committee.
- 404.7 If a member of the NBMHC Executive Committee participates in activities with interest conflicting with the NBMHC Constitution, By-Laws, Rules and Regulations, his office may be declared vacant by a majority vote of the NBMHC Executive Committee. Conflicts of interest shall include executive positions of community clubs, leagues, teams or Councils registered with HNB.
- a. When a potential conflict is deemed to have arisen by the NBMHC Chair or otherwise, the member involved:
    - i. shall immediately notify the NBMHC Chair,
    - ii. shall not participate in discussion and shall absent themselves from the meeting when any item is being discussed by the NBMHC Executive Committee or any of its committees, which the president Chair considers a conflict,
    - iii. shall not solicit information on any such item, and
    - iv. shall not be provided any information on any such items by any committee, Board or ROC members, officer or HNB employee.

- b. Any person seeking election as a NBMHC Executive Committee member (Chair or District Director) shall declare any conflict of interest in advance of seeking election to such position.

### **ARTICLE 405 - Executive Committee Duties**

- 405.0 The NBMHC Executive Committee shall be responsible for the administration and management of the NBMHC.
- 405.1 The Chair shall preside at all meetings of the NBMHC Executive Committee. He shall be an ex-officio member of Committees. He shall serve as a HNB member on the Hockey Canada Minor Council. He shall generally perform the duties usual to the office of Chair and may at his discretion order the calling of special meetings of the NBMHC or its committees.
- 405.2 In addition to his own powers, conferred upon him by the Constitution and By-Laws, the Chair holds all the duties and powers of the NBMHC Executive Committee. The NBMHC Chair shall be responsible for the administration of the NBMHC Operation Manual; he shall render decisions on these rules and regulations, and all decisions so rendered may be subject to the HNB appeal process.
- 405.3 The Vice-Chair shall in the absence or in the incapacity of the Chair have all the powers and duties of the Chair.

### District Directors

- 405.4 a. The District Directors shall hold the office of district association president and shall represent their respective districts at all meetings of the NBMHC and shall represent their districts on the Regional Operations Council. They shall administer and manage their respective associations in accordance with Hockey Canada, HNB and NBMHC Constitutions, By-Laws and Regulations.
- b. The District Director shall ensure that their association, clubs and leagues have prepared a current constitution with detailed club residency criteria defined.
- c. The District Director shall ensure that each association and its clubs provide an Initiation Program and where requested development, competitive and recreational hockey opportunities to all youth within their boundaries.
- d. It shall be the duty of the District Director to prepare the provincial playoff schedule in their respective associations and clubs.
- e. District Directors are responsible to approve all team rosters.



- f. The District Director shall deal with protests in accordance with HNB Regulation 108.
  - g. District Directors are required to maintain regular communication with their associations and clubs. Failure to do so may result in removal of the District Director by a majority vote of the NBMHC Executive Committee. It is the responsibility of the District Director to become familiar with the operation and use of electronic administrative systems provided by HNB for the conduct of NBMHC operations and communications.
  - h. On November 30 District Directors shall approve competitive team rosters. On January 10 District Director shall approve all team rosters.
  - i. The District Directors are authorized by the NBMHC to suspend players, coaches, managers or team personnel in accordance with the discipline format as established by the NBMHC in all hockey games. The exception is in provincial development leagues when the responsibility is that of the league president. The league president shall adhere to the NBMHC guidelines in administration of discipline within the league. It is the responsibility of the District Director and League Presidents to forward all suspensions to HNB office weekly.
  - j. It shall be the responsibility of the District Director to act on behalf of HNB for receipt of all club, team, player, coach, bench personnel, volunteer or any other memberships or written communications from clubs. All fees or other monies required by HNB or its members from the clubs therein will be made payable to HNB and forwarded by the District Director directly to HNB's office.
  - k. District Directors shall be ex-officio non-voting members on League Board of Directors within their zones.
- 405.5 The Executive Director shall serve as the Secretary-Registrar-Treasurer of the NBMHC and assist in other general duties as the need arises. (See HNB By-Law 5.10).

#### Female Commission Representative

- 405.6 a. The NBFHC representative shall represent the NBFHC at all meetings of the NBMHC.
- b. The NBFHC representative shall be the NBMHC contact person with the female representatives on the Regional Operations Council.
  - c. The NBFHC representative and/or Female District Representative shall assist the District Directors administer and manage their female associations and/or Female teams in accordance with Hockey Canada, HNB and NBMHC Constitution, By-Laws and Regulations.

- d. The NBFHC representative shall accept and perform powers delegated to him by the Council regarding the female game.

### Elite Hockey Commissioner

- 405.7
- a. The EH Commissioner shall represent the EHC at all meetings of the NBMHC.
  - b. The EH Commissioner shall be the NBMHC contact person for development (AAA) hockey.
  - c. The EH Commissioner shall accept and perform powers delegated to him regarding the development game.

## **ARTICLE 406 - Executive Committee Powers**

- 406.0 The powers and duties of the NBMHC Executive Committee members during their term of office shall be unless specifically mentioned before:
- a. to interpret all the provisions of the NBMHC Operation Manual, policies, procedures, rules and regulations. The NBMHC Executive Committee shall render decisions on the NBMHC Operation Manual, policies, procedures, rules and regulations; and all such interpretations and decisions rendered by the NBMHC Executive Committee may be subject to the HNB appeal process.
  - b. to issue or revoke membership of leagues, associations, clubs, teams, players, coaches or bench staff with notice of such action;
  - c. to fine, suspend or expel a club or club executive, 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, or 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 NBMHC, or rulings of the NBMHC Executive Committee;
  - d. to suspend or expel any team or player refusing to accept and obey the ruling of the NBMHC Executive Committee;
  - e. to re-admit by resolution and a majority vote of the NBMHC Executive Committee any club, team, or its officials or players under suspension;
  - f. to accept or reject any entry, and to place teams in categories and groups, as regulated by the Constitution, By-Laws and Regulations;

- g. to determine all questions arising from emergencies not provided for in the Regulations, or in the rules of competition. Twenty-four hours' notice of the hour and place appointed for the consideration of such questions shall be given by the Chair to those concerned.
- h. To maintain a list of all NBMHC Executive Committee motions that serve to explain or interpret the administrative operations of the NBMHC. Such motions to be defined as a NBMHC administration motion (NBMHC - AM).

## **ARTICLE 407 – Meetings**

- 407.0 a. All meetings shall be called by the Executive Director on order of the Chair.
  - b. If for any reason a meeting has not been called by the Chair within 2 weeks after being requested by a majority of the NBMHC Executive Committee, a meeting may be called under the Chairmanship of the Vice-Chair with notice of such meeting to the Chair, and such meeting shall be legal and constitutional.
- 407.1 The NBMHC shall meet when necessary, at the call of the Chair.
- 407.2 Special meetings of the NBMHC shall be held when requested by a vote of 2/3rds of the NBMHC Executive Committee. All special meetings shall be held at a place designated by the Chair.
- 407.3 Notice of the NBMHC Annual General Meeting and all special meetings of the NBMHC shall be sent by the Executive Director at least 30 days before the date of such meetings to the NBMHC Executive Committee and to the Presidents/Secretaries of all associations, clubs and leagues in good standing. A notice sent to the last known address by mail/fax shall be considered to be a proper notice.
- 407.4 At all NBMHC special meetings, eleven (11) member clubs and leagues present and entitled to vote shall form a quorum.
- 407.5 The order of business at the NBMHC Annual General Meeting shall be in accordance with HNB By-Law 9.2 (Order of Business).
- 407.6 Copies of the minutes of every special and annual meeting shall be distributed to the NBMHC Executive Committee and to associations, clubs and leagues within fifteen (15) days of the adjournment of the said meeting.
- 407.7 Only the registered delegates may speak at NBMHC meetings, unless permission is given by the Chair.
- 407.8 At all meetings, the Roberts Rules of Order will prevail.

## **ARTICLE 408 - Voting**

- 408.0 In order to have a vote at the Annual General Meeting, each association, club and league shall be registered for the upcoming season.
- 408.1 At the NBMHC Annual General Meeting and special meetings each member association, club and league may register a maximum of 2 voting delegates, each shall have 1 vote, each NBMHC Executive Committee member shall have one vote each. All credentials shall be signed by the Executive Director and President/Secretary of each association, club and league.
- 408.2 The Chair to vote only in case of a tie.
- 408.3 Voting shall be by show of hands unless the meeting decides upon a ballot.
- 408.4 Voting at elections when an officer or position is contested shall be by secret ballot.
- 408.5 Any matter which could be voted upon by the NBMHC Executive Committee, in any session, may be submitted to the members by mail, e-mail, fax or telephone, and the members shall vote thereon in like manner, a majority in accordance with these By-Laws of the votes thus received with the Chair shall decide the matter. Such votes shall be taken by the Executive Director under the direction of the Chair and the ballot of each member shall be preserved by the Executive Director and shall remain confidential. Within 48 hours from the closing of the vote the Executive Director shall advise the members of the NBMHC Executive Committee of the result of the vote.
- 408.6 The Chair may of his own volition, or upon the written request of 3 members of the NBMHC Executive Committee or 11 member associations and clubs order a mail, telephone or e-mail vote to be taken by the Executive Director.

## **SUBSECTION 500 NEW BRUNSWICK HOCKEY OFFICIALS ASSOCIATION**

### **ARTICLE 501 - Name**

- 501 This group shall be known as the New Brunswick Hockey Officials Council hereinafter referred to as the NBHOC.

### **ARTICLE 502 - Structure**

- 502.0 The NBHOC shall be responsible to Hockey New Brunswick ("HNB"), through its Chair and shall have complete autonomy in the following areas:
- a. The NBHOC is and shall be a member of HNB from which it derives its authority and is thereby subject to all HNB regulations and by-laws.

- b. The NBHOC shall operate all clinics, supply all material and instructors. Certification, training and evaluations to be part of this format. This will be handled through the NBHOC office under the direction of the Technical Director.
- c. Internal matters relative to the functioning of the NBHOC.

502.1 The NBHOC shall consist of the 9 regions throughout the province.

### **ARTICLE 503 - Jurisdiction**

- 503.0 a. The jurisdiction of this association shall extend to all organized hockey under the jurisdiction of HNB. The NBHOC, on behalf of HNB, shall have the authority to manage and administer hockey officials within HNB.
  - b. The Executive Director shall ensure that Chair election is held every 2 years. The Chair who has served 2 years may be re-elected.
- 503.1 Only registered officials shall be assigned to games within the branch as described in Article 503.0.
- 503.2 HNB shall have all jurisdiction over all decisions involving disputes between officials, leagues, clubs and teams.

### **ARTICLE 504 - Membership**

- 504.0 Membership in the NBHOC shall be open to any person who has the desire to officiate in accordance with the rules and regulations of the association; and who has not been suspended or expelled from the NBHOC.
- 504.1 Application for membership in the NBHOC shall constitute an agreement by the applicant to abide by and comply with the Constitution, By-Laws, Rules and Regulations of the NBHOC, HNB and Hockey Canada and of the ruling of the Executive Committee.
- 504.2 All officials, minor or senior, will attend a 1-day membership clinic in their respective area each year. All new officials will be required to take the Hockey Canada Officiating Program online component and attend a minimum ½ day clinic. They will, at this time, register and write an exam equal to their present HCOP level. If they fail to attend this membership clinic, they shall attend another clinic in their respective zone or go to another zone and register and write the appropriate exam. An official shall be a member prior to officiating in any games under the jurisdiction of HNB.

## **ARTICLE 505 - Executive Committee**

The Executive Committee shall consist of:

- 505.0 A Chair who shall be elected in even-numbered years a 2-year period by the 9 Regional Zone Directors at the Executive Committee Meeting of the Annual General Meeting. He shall be a registered NBHOC senior official in good standing for the immediate 1 year prior to the election. Nominations for the position of NBHOC Chair shall be made in writing to the NBHOC office and be in that office 30 days prior to the NBHOC Annual General Meeting. The person being nominated shall advise the NBHOC office of their acceptance of the nomination in writing, 30 days prior to the NBHOC Annual General Meeting. Nominations will be allowed from the floor of the Executive Committee Meeting of the Annual General Meeting only in the case where there are no nominations received in the office by the designated time. The New Brunswick Hockey Officials Association Chair shall serve as HNB's Representative on Hockey Canada's Officials Council. It will be his responsibility to be up to date on the topics being discussed by the Hockey Canada Council that he is attending and to give a full report to the Board as soon as possible after the meeting.
- 505.1 A Vice-Chair shall be appointed from the 9 Regional Zone Directors by the Chair for a 1-year period. He shall be a registered senior official in good standing for the immediate 1 year prior to being appointed.
- 505.2 A Technical Director will be selected by election, by the 9 Regional Zone Directors for a 2-year period on a full time (part time) basis. His salary will be negotiable and set by the Executive, when funds are available, every 2 years on his election. His duties shall include the day to day operation of the NBHOC office, secretarial duties, financial duties, administering the clinic, assessment and recruitment programs. The operation of any official's camps or schools operated by the NBHOC will also come under his direction. Elections of the Chair and Technical Director shall be on the alternate years. The Technical Director shall be a non-voting member of the Executive Committee and his election will take place on odd numbered years.
- 505.3 The newly elected Chair shall become Chair of the meeting upon election.
- 505.4 a. The 9 regional Directors shall be duly elected for a 2-year period by the senior registered NBHOC members from within their respective zone and be a voting member of the Executive Committee for that term. A quorum at these election meetings shall be 25% of all senior registered NBHOC members from the latest membership list of the previous season of that respective zone. If a quorum of 25% is not attained at the election meeting, then a second election meeting will be held within 2 weeks of the first meeting at which time a majority vote will declare the position filled. The Regional Zone Director on his election will become a member of the ROC for his respective zone.
- b. A Regional Zone Director shall be a registered NBHOC senior official from within the respective zone and shall be in good standing for a minimum of 1

years. The Chair or his designate shall supervise these elections with a detailed report of the election being submitted to HNB Executive Director, within 15 days of the election by the NBHOC Chair. The election of the Regional Zone Director shall be held on or before May 15th of each season in accordance with the number of the Region.

- 505.5 Any elections in the NBHOC shall be decided by a majority vote of all votes cast.
- 505.6 In the event of a vacancy on the Executive Committee from any case whatsoever the Committee shall have the power to appoint a person from within the association to fill such a vacancy.
- 505.7 The Regional Director shall be responsible, through the Chair, to hold meetings in the zone with the membership of the NBHOC to appoint and/or elect assignors of Officials. If the assignors are elected, majority vote shall be required.

### **ARTICLE 506 - Executive Committee, Duties and Powers**

- 506.0 a. The Chair shall preside at all meetings of the NBHOC. He shall have a casting vote in the case of a tie. He shall be a Director of HNB. He shall perform the duties usual to the office of Chair and may at his discretion order the calling of special meeting(s) of the NBHOC or its Committees.
- b. The Chair shall keep a full and accurate record of all regular, special and committee meetings; handle all correspondence and keep an accurate record of membership, see to circulation of all notices on behalf of the committees. The Chair shall copy the Executive Director on all documentation pertaining to regular, special and Annual General Meetings, records of membership, correspondence relating to suspensions, expulsions, complaints, fines and appeals.
- c. The Chair, along with the Zone Assignors, will have sole authority in assigning officials for regular season and playoff games in all leagues and shall be responsible for appointing referees for all provincial playoffs, with the exception of Bantam AAA, Midget AAA, Junior and the Senior Leagues where the sole authority in assigning officials for playoff games shall be the NBHOC Chair or his designate.
- 506.1 In addition to his own powers, conferred upon him by the Constitution and By-Laws, the Chair, in the case of an emergency, as his discretion, may exercise all the duties, and powers of the Executive Committee, it being understood that such actions as he may take shall be referred within fifteen days to the Executive Committee for approval or rejection.
- 506.2 The Vice-Chair shall, in the absence of the Chair, have all the power and duties of the Chair.

- 506.3 a. The Regional Zone Directors shall represent their respective regions at all NBHOC meetings. Should a member of the executive not be able to attend a meeting, his replacement appointed by him shall be able to act with his full authority as his replacement.
- b. They shall administer and manage their respective zone in accordance with the NBHOC rules and regulations.
- c. They shall organize within their region, HCOP clinics through the direction of the Technical Director.
- d. Prior to the commencement of the hockey season they shall hold rule meetings at the local and regional levels through the direction of the Technical Director.
- 506.4 a. The Technical Director shall keep a full and accurate record of all regular and special meetings of committees, handle all correspondence and keep an accurate record of membership, see to circulation of all notices on behalf of the committees and shall maintain an accurate accounting of all monies received and dispersed and submit an audited financial statement at each annual meeting.
- b. The Technical Director and the Chair or the Vice-Chair will sign all cheques from the NBHOC.

### **ARTICLE 507 - Meetings**

- 507.0 All meetings of the NBHOC and its committees are to be called by the Technical Director on order from the Chair.
- 507.1 The NBHOC Annual General Meeting will be held in conjunction with HNB's Annual General Meeting each year. The place and time to be designated as HNB's Annual General Meeting, by the Executive Committee.
- 507.2 Special meetings of this association shall be held when requested by a vote of 2/3rds of the Executive Committee, or on the request of ten 10 members of the NBHOC. All special meetings shall be held at a place designated by the NBHOC Chair.
- 507.3 a. At meetings, a majority of the NBHOC Executive Committee shall form a quorum.
- b. At special meetings a quorum shall consist of at least seven 7 persons present who are entitled to vote.
- 507.4 The order of business at all meetings shall be in accordance with By-Law 8.5 of HNB's Constitution.



507.5 Annual General Meeting minutes shall be distributed to those members who make a request.

507.6 Only the registered members may speak at NBHOC meetings unless permission is granted by the Chair.

507.7 *Robert's Rules of Order* shall be used in all meetings of the NBHOC.

### **ARTICLE 508 - Voting**

508.0 At the NBHOC annual and special meetings each member duly registered and in good standing and each director shall be entitled to 1 vote.

508.1 The Chair shall have a casting vote in the case of a tie.

508.2 Voting shall be by a show of hands unless the meeting decides upon a ballot.

508.3 Voting at elections when an officer or position is contested shall be by a secret ballot.

## **SUBSECTION 600 NEW BRUNSWICK SENIOR HOCKEY COUNCIL**

### **ARTICLE 601 - Name**

601.0 This organization shall be known as the New Brunswick Senior Hockey Council (NBSHC).

601.1 This Constitution shall have authority over everything pertaining to its own member leagues provided it is not contrary to the Hockey New Brunswick's ("HNB") Constitution.

### **ARTICLE 602 - Jurisdiction**

**602.0** The senior league and **its** member teams shall be members of HNB and shall be governed by and be subject to the **respective** constitutions, by-laws and regulations of the NBSHC, HNB and Hockey Canada.

## **ARTICLE 603 - Executive Committee**

- 603.0 The NBSHC Executive Committee shall consist of a Chair **and** 1 Director from each Region **with a registered Senior team**. The Chair shall preside at all NBSHC meetings of the NBSHC.
- 603.1 Each NBSHC Regional Director shall be elected for a term of 2 years at a meeting of their Regional Operations Council, by each team that is a member of a registered league operating within the Region.
- 603.2 In the event of a vacancy occurring, for whatever reason, the NBSHC Regional Director shall be appointed by the Regional Operations Council for the term or remainder thereof.
- 603.3 Each team that is a member of a registered league will have voting privileges for the purpose of electing their Regional Director on the Executive Committee.
- 603.4 Voting at elections when an officer or position is contested shall be by secret ballot.
- 603.5 The Chair shall be elected in odd-numbered years by secret ballot, by majority vote, by all registered members present at the NBSHC Annual General Meeting, shall serve for a 2-year term and may be re-elected. HNB Executive Director shall conduct the election. Ballots shall be distributed, collected, counted and the results passed to the Executive Director. The Executive Director shall announce the election results of the Chair election. Ballots shall be destroyed on a motion from the floor. The Chair may not hold the position of a Regional Director.
- 603.6 The Vice-Chair shall be elected annually at the NBSHC Executive Committee's September meeting.
- 603.7 In the event of a vacancy of either of said offices, the vacancy shall be filled by the NBSHC Executive Committee

## **ARTICLE 604 - Membership**

- 604.0 A member league may be admitted to membership in this organization or withdraw therefrom upon compliance with the NBSHC Constitution, By-Laws and Regulations.
- 604.1 All teams of member leagues shall become members of the NBSHC upon compliance with the NBSHC Constitution, By-Laws and Regulations.

## **ARTICLE 605 - Voting**

- 605.0** At NBSHC Executive Committee meetings and each Regional Director shall have 1 vote.

- 605.1 At NBSHC annual and special meetings each member region in good standing shall be entitled to 2 votes. Also, each league and team is entitled to 1 vote.
- 605.2 No proxy votes shall be allowed.
- 605.3 The Chair shall have a casting vote in case of a tie.
- 605.4 Voting shall be by a show of hands unless a meeting decides upon a secret ballot.
- 605.5 Competitive Senior League president has a voting right at all senior council meeting in regard to issues pertaining to senior competitive hockey.

### **ARTICLE 606 - Duties and Powers of the Chair**

- 606.0 The Chair shall exercise such duties and powers as conferred upon him by the constitution, by-laws and regulations. The Chair shall exercise all duties and powers of the Executive Committee when it is impossible to obtain a vote of his Executive Committee in the case of an emergency. In such a case he shall have his decision ratified by Executive Committee within fourteen (14) days.
- 606.1 All meetings of the Council shall be called on order of the Chair.
- 606.2 NBSHC special meetings shall be held when requested in writing by 3 member regions or when deemed necessary by the Chair. All special meetings shall be held at a time and place designated by the Chair.
- 606.3 A majority of the NBSHC Executive Committee shall form a quorum.
- 606.4 All NBSHC meetings shall be governed by Roberts Rules of Order.

### **SUBSECTION 700 Article 701- Name**

#### **ELITE HOCKEY COMMISSION**

- 701.0 The Executive Committee of the Elite Hockey Commission (EHC) shall consist of: the four (4) Elite Draw Zone Area (EDZA) Chairs, the NBMHC Representative, the Female Commission Representative and the Commissioner. The HNB technical Director shall be used as a resource person.
- 701.1 It shall be the duty of the EHC, in conjunction with the Chair of Minor Hockey, the Development Commissioner and the Female Commissioner to promote and develop AAA hockey throughout the Province of New Brunswick.

- 701.2 The Commission shall submit an annual plan for approval to the Board of Directors at their September meeting and shall submit an annual report to HNB's Annual General Meeting.
- 701.3 The Commissioner shall appoint the four (4) EDZA Chairs, in consultation with the EDZA ROC Chairs - North and South in even HNB AGM's and East and West in odd HNB AGM's. Terms shall be two years and may be re-appointed.

**SUBSECTION 800**  
**Article 801- Name**

DEVELOPMENT COMMISSION

- 801.1 The Executive Committee of the Development Commission shall be composed of the Commission Chair and a maximum of 8 members appointed by the Commission Chair.
- 801.2 The Commission shall have full authority to promote and develop hockey throughout the province of New Brunswick. The Commission will work directly with the Executive Director and the Technical Director to deliver hockey development programs.
- 801.3 The Commission shall submit an annual plan for approval to the Board of Directors at their September meeting and shall submit an annual report to HNB's Annual General Meeting.
- 801.4 The Chair of the Development Commission shall be a member of the NBMHC Executive Committee and work with Directors to promote Hockey Canada and HNB clinics and programs.

**HNB CALENDAR OF COMMITMENTS**  
**(By-Laws 5.4 & 8.1)**  
**2020-2021**

<b>WHEN</b>	<b>WHO</b>	<b>WHAT</b>	<b>WHERE</b>
August 26	Elite Hockey Commission	Virtual Meeting	Zoom
September 12	HC Summer Congress	Virtual Meeting	Microsoft Teams
September 14	Board of Directors	Virtual Meeting	Zoom
Wk of Sept. 21	ROC	Meetings	TBD
September 24	Finance Committee	Virtual Meeting	Zoom
September 28	Board of Directors	Virtual Meeting	Zoom
September 30	Minor Council	Virtual Meeting	Zoom
October 19	Board of Directors	Virtual Meeting	Zoom
October 22	Finance Committee	Virtual Meeting	Zoom
October 22	Risk & Safety Committee	Virtual Meeting	Zoom
October 26	Constitution Committee	Virtual Meeting	Zoom
October 27	Minor Council	Virtual Meeting	Zoom
October 28	Female Commission	Virtual Meeting	Zoom
October 29	Senior Council	Virtual Meeting	Zoom
November 2	Board of Directors	Virtual Meeting	Zoom
November 5	Personnel Committee	Virtual Meeting	Zoom
Wk of Nov. 9	ROC	Meetings	TBD
November 14-15	Hockey Canada AGM	Virtual Meeting	Microsoft Teams
November 16	Board of Directors	Virtual Meeting	Zoom
November 19	Finance Committee	Virtual Meeting	Zoom
November 28	Board of Directors	Face to Face (tentative)	Fredericton
December 10	Elite Hockey Commission	Virtual Meeting	Zoom

December 14	Board of Directors	Virtual Meeting	Zoom
December 17	Finance Committee	Virtual Meeting	Zoom
Wk of Jan. 11	ROC	Meetings	TBD
January 11	Board of Directors	Virtual Meeting	Zoom
January 21	Finance Committee	Virtual Meeting	Zoom
January 29	Constitution, Awards and Risk & Safety Committee	Face to Face	Fredericton
January 30	Female Commission / Minor Council / Elite Hockey Commission / Senior Council	Semi-Annual	Fredericton
January 31	Board of Directors	Semi-Annual	Fredericton
February 10	Personnel Committee	Face to Face	Fredericton
February 18	Finance Committee	Meeting-budget planning	Fredericton
March 1	Board of Directors	Virtual Meeting	Zoom
Wk of March 15	ROC	Meetings	TBD
March 24	Minor Executive	Conference Call	Conference Call
March 25	Finance Committee	Conference Call	Conference Call
April 10	Board of Directors	Face to Face	TBD
Wk of April 13	ROC Meeting / Elections	Meeting	TBD
May 1	Minor Council Executive	Face to Face	TBD
May 2	Elite Hockey Commission	Face to Face	TBD
May 7-9	HC Spring Congress	Branch Forum	Thunder Bay, ON
May 20	Finance Committee	Review Audited Financials	Conference Call
June 4-6	HNB Membership	HNB AGM	Fredericton