

Hockey New Brunswick
Minor Hockey - Team Guide

2024-2025 Season



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1.0 OVERVIEW / LINKS

The Team Guide is meant to supplement the Hockey New Brunswick Constitution, Operations Manuals and Policies. It is intended as a guideline for Minor Hockey Managers and Coaches; in all cases, the exact wording of the Hockey New Brunswick Constitution, Operations Manuals and Polices will take precedence.

[HNB Constitution](#)

[Minor Operations Manual](#)

[Hockey Canada Constitution](#)

[Hockey Canada Rule Book](#)

2.0 CONTACTS

A team's primary contact should be their Minor Hockey Association. If a team needs to escalate their inquiry, they should then go through their District Director, then HNB Staff.

HNB Minor Council		
Chair	Luc Martin	minor-mineur@hnb.ca
District 1	Mark Wright	District1.hnb@gmail.com
District 2	Kim Sparkes	districtdirector2@gmail.com
District 3	Hazel Wells	hazelwells@xplornet.ca
District 5	Richard Hawkes	richard.hawkes5@hotmail.com
District 6	Lee MacWilliams	lmacwilliams@rogers.com
District 7	Alexandre Mallet	district7westkent@gmail.com
District 8	Ian Donald	districtdirect8@gmail.com
District 9	Francine Albert	francine.albert6805@gmail.com
District 10	Lee Benoit	lbenoit018@hotmail.com

District 11	Eric Pelletier	epelletier@outlook.com
Elite Hockey	Denis Sheehan	dhsheehan55@gmail.com
Female Commission	Tina Sewell	atsewell@rogers.com

HNB Staff		
Executive Director	Nic Jansen	njansen@hnb.ca
Finance Coordinator	Heather Strickland	hstrickland@hnb.ca
Membership Services	Michelle Currie	mcurrie@hnb.ca
Director, High Performance & Events	Brogan Bailey	bbailey@hnb.ca
Technical Director	Matt Vautour	mvaoutour@hnb.ca
Director, Female Hockey	Katie Peddle	kpeddle@hnb.ca

3.0 IMPORTANT DATES

November 1	U9 half ice games can begin
December 1	Deadline for parents to complete Respect in Sport Parent Program
December 15	Certification deadline for coaches & bench staff
December 15	U7 cross ice / half ice games can begin
January 10	Last day to roster a competitive player in HCR
January 15	U9 full ice games can begin
January 15	Last day to roster an Affiliate Player in HCR
February 10	Last day to roster a recreational player in HCR
February 10	Last day to add bench staff and coaches in HCR

4.0 SAFE SPORT POLICY MANUAL

Hockey New Brunswick takes any situation involving misconduct or maltreatment very seriously. For this reason, we are committed to enacting and enforcing strong, clear, and effective policies and processes for preventing and addressing all forms of misconduct or maltreatment.

The HNB Safe Sport Policy Manual includes policies that are specific to Safe Sport, including: Code of Conduct Policy, Maltreatment, Bullying and Harassment Policy, Athlete Protection Policy, Screening Policy, Electronic Devices in Dressing Room Policy, Discipline and Complaints Policy.

The policies are intended to promote a Safe Sport environment in a manner that allows for consistent, immediate, appropriate, and meaningful action should any issues arise, but also to prevent issues from arising in the first place by communicating expected standards of behaviour.

[Safe Sport Policy Manual](#)

5.0 TEAM COMPOSITION / ROSTER

A competitive team shall be composed of a minimum of 12 players, excluding affiliate/associate players.

A 'C' and a female AA or A team shall be composed of a minimum of 8 rostered players, excluding affiliate/associate players.

Teams can roster a maximum of 20 players. U18 C teams may register 25 players on their roster, but only dress 20 at a time. The remainder of the U18 teams may roster 21 players but only dress 20 at a time.

Each team may dress a maximum of 20 players for a game, divided as follows: 18 players and 1 or 2 goalkeepers.

All players must be on an HCR team roster prior to playing in a league game. All U7 and U9 Program players must be on an HCR team roster or an HCR team list. All player rosters must be entered into the HCR no later than November 15th of the current season.

The upward player movement shall be available for second year players beginning in U9. Players in their second year of a division are eligible to be evaluated for player movement to the highest category team in the next division of that Association or club. (Refer to Section 17 in [Minor Operations Manual](#)).

6.0 CERTIFICATION REQUIREMENTS

The below chart outlines the certification requirements for team staff. The deadline for team staff to complete is **December 15th**.

	Coach 1	Coach 2	Respect in Sport Activity Leader	Safety	CRC/VSC
U7 / U9	All Coaches		All Team Officials	1 Team Official	All Team Officials
U11/U18		All Coaches	All Team Officials	1 Team Official	All Team Officials

NOTE: Criminal Record Check / Vulnerable Sector Checks need to be completed every three years.

One Parent or Guardian of each participant must complete the Respect in Sport Parent Program by **December 1st**.

[Clinic Schedule](#)

7.0 AFFILIATION

Affiliation privileges shall be applicable for all divisions of U9 and above.

Players shall be permitted to affiliate with only 1 team, except a player 16 years of age or older may be selected as an affiliate with two of the following in the same season: a) A Major Junior team, b) a Junior A team, or c) a Junior B team.

First year players in a division may affiliate to a higher category within their division. Second year players in a division may affiliate to a higher category within their division or to the next division.

First year or second year female players in a division may also affiliate to a higher female category within their division or to the next female division.

Affiliate players are permitted to play a maximum of 15 games, excluding tournaments and exhibition games. The max of 15 games for affiliation only applies for players affiliating from one Minor hockey team to another Minor hockey team.

Players affiliating from between Minor to NBIAA, Minor to Elite programs or Minor to Junior can only affiliate 10 games.

Once the request for an affiliate player has been approved by the players parents, coach and home association the email chain must be sent to the association registrar who will add the player as an affiliate in the HCR.

For further information on affiliation, including the process to approve affiliate players, refer to Section 19 in the [HNB Minor Operations Manual](#).

8.0 SEASON PLANNING

Every volunteer has a role to fulfill, and it is important to involve parents to help out with the various roles. Examples of parent-based roles include:

- Equipment Manager
- Events / Fundraiser
- Safety Person
- Timekeeper

Please see the [Hockey Canada Volunteer Handbook](#) for more resources.

CREATING A TEAM BINDER

The team manager should keep a Team Binder with all important information and have this with them at all practices, game and events.

The binder should include:

- Approved HCR roster
- Team Contact List
- [Player Medical Forms](#)
- [Injury Report Forms](#)
- Game & Practice Schedules

HOSTING A TEAM MEETING

At the start of the season, the Manager and Coach should host an in-person or virtual meeting to review the codes of conduct, schedules, rules and regulations and team budget. This is also a good time to delegate tasks to parents, plan tournaments, and run through a complaint-intake process.

During this meeting the number of tournaments as well as which tournaments the team will attend should be discussed.

SUSPENSIONS and GAME SHEETS

When a player obtains a suspension, it is the Team's responsibility to keep track of games served. This is also to be noted on the gamesheets when a player is serving.

If you are unsure what suspension a player has received, please reference the

[HNB Minimum Standards of Discipline.](#)

FUNDRAISING and EVENTS

Fundraising is a great way to help pay for equipment, team apparel, tournaments, and team events. When organizing events, always check to ensure it is covered by Hockey Canada Insurance as non-hockey or high-risk events may not be covered. You can find the Hockey Canada Sanctioning Guidelines [here](#).

Insurance certificates can requested online. Access the insurance portal [here](#).

9.0 TRAVEL PERMIT

For all games not in their league schedule, all travelling teams in Minor hockey must acquire an e-travel permit; or for a home team hosting a game not in their league schedule, must acquire a game sanction approval certificate from their NBMHC Association, league President, District Director or designate.

Travel permits are required for U7 and U9 teams that travel outside their District. Teams must check with their local District Director for specific guidelines in their own District.

All teams from U11 to U18 who are travelling to an HNB sanctioned tournament require a travel permit from their association or league president, District Director or designate.

[Travel Permit Link](#)

10.0 TOURNAMENTS

A list of HNB sanctioned tournaments is available online:

[U7 Tournaments](#)

[U9 Tournaments](#)

[U11 Tournaments](#)

[U13 Tournaments](#)

[U15 Tournaments](#)

[U18 Tournaments](#)

[Female Tournaments](#)

11.0 INSURANCE

Each Hockey New Brunswick Participant pays into the Hockey Canada Insurance Program or has a fee paid on his/her behalf. This fee covers the following:

- liability insurance
- accidental death and dismemberment insurance
- major medical/dental secondary compensation
- risk management, safety, and administration fees
- directors and officers' liability insurance

The Team Safety Person is responsible for filling out and sending in [Injury Report Forms](#) whenever an incident occurs. Even if the injury does not require immediate care, it is important to log and track the injury in case it is continual. Injury Report Forms should be kept in the Team Binder and brought with players if they need to attend a clinic or emergency room.

[Hockey Canada Insurance Brochure](#)

[Safety Requires Teamwork](#) (*Insurance information starts on Page 36*)

12.0 SUSPENSIONS

The HNB Minimum Standards of Discipline outlines a disciplinary protocol that clearly establishes the role and responsibilities of all participants in the application of a disciplinary policy for infractions committed as per the Hockey Canada Official Playing Rules.

It's the responsibility of the Head Coach to be knowledgeable of the disciplinary suspension standards and the ensure that players are not allowed to play until a formal decision on the suspension has been rendered.

[HNB Minimum Standards of Discipline](#)

13.0 FAIR PLAY POLICY

All players, regardless of skill level, deserve the opportunity to play in all situations in order to maximize their development.

All players should receive equal ice-time, unless otherwise defined within this policy. Equal is defined as equal ice-time in every game. There has to be a variable due to the uncertainty in the frequency in stoppages of play.

It is not acceptable for a coach or assistant coach to remove a player from a regular rotation on the bench in order to gain an advantage over their opponent. We ask that all coaches embrace the spirit of the Fair Play Policy and encourage the development of all players to succeed in all game situations. Designated power play and penalty kill lines will not generally be accepted and Goaltenders will start and play every second game or 50% of each game.

[Fair Play Policy](#)

14.0 VIDEO REVIEW POLICY

The use of video in hockey has become increasingly prevalent, along with the quality of available technology. Many teams involve the use of video technology as a teaching or player/team development tool, in addition to parents or family members recording games for personal use.

Hockey New Brunswick acknowledges that video evidence may possibly support the decision makers, and as such, may consider it in the decision-making process, where approved and at its discretion.

[Video Review Policy](#)

15.0 HOCKEY CANADA GENDER IDENTITY / GENDER EXPRESSION POLICY

All individuals deserve respectful and inclusive environments for participation that value the individual's Gender Expression and Gender Identity. Hockey Canada recognizes all forms of Gender Identity and Gender Expression and supports Registered Participants with a Gender beyond the binary of girls/women and boys/men. Hockey Canada will use the eligibility guidelines set forth in this Policy to ensure access to the sport for all participants.

Hockey Canada does not require a Transgender or Gender diverse Registered Participant to engage in any medical or surgical transition-related care to participate in any hockey program under Hockey Canada in an expressed Gender congruent with their Gender Identity.

[Hockey Canada Gender Identity / Gender Expression Policy](#)

16.0 HOCKEY CANADA DRESSING ROOM POLICY

Hockey Canada firmly believes all participants (athletes, officials, coaches, team staff, etc.) have a right to access safe, inclusive, and equitable dressing spaces. In this regard, all participants have the right to utilize the dressing room or appropriate and equivalent dressing environment based on their gender identity, religious beliefs, body image concerns and/or other reasons related to their individual needs.

Hockey Canada believes in balancing the safety, privacy, modesty and wishes of our participants without compromising the aspects of camaraderie, social integration and bonding inherent in a team sport. This Policy attempts to meet these goals while providing a safe and respectful environment for participants.

[Hockey Canada Dressing Room Policy](#)

17.0 U9 STRUCTURE & RULES

The U9 program gives young players the best on-ice experience, which leads to more skills, more ice time and more fun!

U9 teams are permitted to start playing half ice games on November 1st and full-ice games on January 15th.

Hockey New Brunswick has created U9 rules for half ice and full ice games to keep the game-play consistent throughout New Brunswick.

[Half ice rules](#)

[Full ice rules](#)

Tiering in U9 will be at the discretion of each minor hockey association in New Brunswick as there are varying factors within each association that may allow or not allow for tiering to take place. Associations that decide to tier their U9 program will be required to follow the Hockey New Brunswick U9 Tiering Model.

[U9 Tiering Model](#)

18.0 NBIAA AGREEMENT

The New Brunswick Interscholastic Athletic Association are associate members of Hockey New Brunswick.

A Memorandum of Understanding outlines the agreement between HNB and the NBIAA, which includes: Insurance for NBIAA members, Coach / Volunteer Certification Requirements, Suspensions, the divisions players can Associate to, the process for rostering Associate Players as well as other general information.

Associate Player” (“AP”) - refers to those players from HNB club teams or NBIAA school teams, when such player(s) are participating with a team other than with which they are registered in the Hockey Canada Registration (HCR) system.

[HNB / NBIAA – Memorandum of Understanding](#)

19.0 COACH RESOURCES

Hockey Canada's coaching downloads are for all levels, from rookie coaches to seasoned veterans.

[Hockey Canada Network](#)

From drills, practice plans, video and expert information, Hockey Canada’s massive collection of player development resources is now available to all coaches on its app for Android and iOS devices.

[Drill Hub](#)

Hockey Canada Drill Hub is a resource for players and coaches of all levels. It has a growing library of drill videos, diagrams and descriptions categorized by skills, age group and other criteria. Coaches can, review video as well as create practice plans and share them with their staff, player and parents.

[Hockey Canada Player Evaluation / Selection](#)

[Practice Plan Template](#)

[Coaching Game Card](#)

[Game Roster](#)

[Player Stats](#)

[Scouting Report](#)

[Drill Sheet](#)

20.0 FEMALE DUAL REGISTRATION

Female players may dual register with a Minor co-ed and female team only if approval is provided by the ROC Female Hockey and the Minor Female Representatives. Females choosing to dual register will declare to both associations and coaches upon registration which team will be her primary team. (Female AAA and NBIAA players are not eligible to Dual register).

[Female Dual Registration](#)

21.0 HOCKEY CANADA PLAYER PATHWAYS

The Hockey Canada Player Pathways sets out a vision for hockey in Canada that takes advantage of the history and culture of the game to increase participation and to lay the foundations of international success long into the future.

The LTPD model for hockey has been developed based on the following principles:

- ✔ doing the right thing for the player at the right stage in their development
- ✔ adopting a player-centered approach and not treating the development of all players the same way the broader the foundation of players the more successful the game of hockey will be in Canada viewing player development as a long-term process
- ✔ aligning player development resources with coach development and education resources so that coaches are doing the right things at the right time
- ✔ a need to better educate parents on the hockey development of their child – it is okay for parents to want their kids to get to the highest levels, but they need to know the best way to go about it.

Parents, coaches, and administrators are encouraged to utilize this document to work at the local minor hockey association level to develop the best program possible for the players involved.

[U7 Player Pathway](#)

[U9 Player Pathway](#)

[U11 Player Pathway](#)

[U13 Player Pathway](#)

[U15 Player Pathway](#)